

January 02, 2020

AT AN ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 02ND DAY OF JANUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: NOEL R. SHEKLETON
PRESTON G. WILLIAMS, COUNTY ATTORNEY

Administrator Roark, Clerk to the Board, called the meeting to order at 7:00 p.m. informing that the night's meeting was the annual organizational meeting of the Nottoway County Board of Supervisors, which will organize the Board for the year 2020.

Supervisor Steve Bowen provided the invocation.

Administrator Roark explains that the term of Chairman needs to be established; the Chairman has served a one (1) year term in the past, rotating Chairmanship with each January 1st. Supervisor Vaughn moves to set a rotating Chairmanship with the Chairman to serve a term of one (1) year. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark announces that Supervisor Shekleton was present for the night's meeting but was feeling ill and had to leave.

Administrator Roark states that the first order of business is to elect a Chairman to serve for 2020. Administrator Roark opens the floor to nominations.

Supervisor Bowen moves to nominate Supervisor Helen Simmons as the Chairman. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark turns the meeting over to Madam Chair Simmons and she proceeds with nominations for Vice-Chairman.

Supervisor Bowen moves to nominate Supervisor Sherman Vaughn to serve as Vice Chairman. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons informs the Board that the date and times for the 2020 Board of Supervisors meetings needs to be established; suggesting that previous years have housed the meetings on the third Thursday of each month at 7:00 p.m. in the Nottoway General District Court.

Supervisor Vaughn moves to hold the 2020 Board of Supervisor meetings on the third Thursday of each month at 7:00 p.m. in the Nottoway General District Court. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons explains that there needs to be an adoption of the Nottoway County Board of Supervisors Rules of Procedure. Administrator Roark reads the Rules of Procedure aloud.

Supervisor Bowen expresses his desire to have a permanent Emergency Services Committee established; Chair Simmons will add this to her committee appointments.

Supervisor Roark expresses his wishes to eliminate the five-minute rule for delegations wishing to speak at regular meetings. Madam Chair Simmons offers her opinion that five minutes is an adequate amount of time for a citizen to share their comments/concerns. Administrator Roark explains that it is not typical for public delegations to be allowed to speak during work sessions; with the exception of invited guests to make a scheduled presentation.

Supervisor Roark moves to adopt the Nottoway County Board of Supervisors Rules of Procedure as presented. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark explains the determination of the tie breaker rule to the Board, reminding them that the tie breaker, when deemed necessary, would have to be elected and can no longer be appointed. Supervisor Vaughn moves to eliminate the use of a tie breaker; meaning a tie vote would result in a defeated motion. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark explains to the Board their representation on the Nottoway County Planning Council; precedence has been set for the active Board Chairman and Vice Chairman to serve as representatives on the Council. Supervisor Bowen moves for the Chairman and Vice Chairman to serve as Board representatives on the Nottoway County Planning Council. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair informs that an appointment is need for both the Piedmont Regional Jail Authority Board and Piedmont Regional Detention Center Board. Administrator Roark explains that the Sheriff is dictated by Law to be on the Jail Board, and that he and Supervisor Bowen have been serving as representatives for the last few years also; the County Administrators of the six participating localities make up the Detention Center Board.

Supervisor Bowen explains that being appointed to the Jail Board allows for exposure to representatives from other Counties and extends the appointment to Supervisor Roark. Supervisor Roark expresses his desire to serve on the Jail Board and Supervisor Bowen makes a motion for that appointment, also to allow Administrator Roark to continue serving on the Piedmont Regional Jail Board and the Piedmont Regional Juvenile Detention Center. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for an appointment to the Nottoway County Planning Commission. Administrator Roark informs that Supervisor Bowen served the most recent term. Supervisor Vaughn moves to reappoint Supervisor Bowen to serve as the Board representative on the Nottoway County Planning Commission. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for an appointment to the Community Policy Management Team (CPMT). Administrator Roark informs that in the past he, Sheriff Larry Parrish, Treasurer Ellen Myatt, and Supervisor Shekleton served. Supervisor Bowen moves for Supervisor Shekleton to be reappointed and for Supervisor Roark to replace Administrator Roark. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for two appointments to serve on the Pickett Park and Officer's Club Committee. Administrator Roark informs that Supervisors Vaughn and Bowen served the most recent term. Supervisor Roark moves to reappoint Supervisors Vaughn and Bowen to the Pickett Park and Officer's Club Committee. The motion received a second from Supervisor Bowen. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons informs that a nomination is needed for a Board appointment to the Crossroads Community Services Board. She explains that she currently serves as Chair on the Crossroads Board and would like to continue. Supervisor Vaughn moves to reappoint Madam Chair Helen Simmons to the Crossroads Services Board. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for an appointment to the Piedmont Senior Resources Board. She explains that she currently serves as Secretary for this Board and would like to continue. Supervisor Bowen moves to reappoint Madam Chair Helen Simmons to the Piedmont Senior Resources Board. The motion received second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for an appointment to the STEPS Board. She explains that she currently serves on this Board but doesn't seek reappointment; recommend Supervisor Roark be appointed. Supervisor Bowen moves to appoint Supervisor Roark to the STEPS Board. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark informs that there is an additional Committee that is not listed on the night's agenda for appointment; the Department of Social Services Board. He explains that Supervisor Shekleton currently serves on the Board and there are two more years in that term.

Madam Chair Simmons explains that Administrator Roark and Sheriff Jones will serve on the Piedmont Court Services Board (PCSB). Administrator Roark informs that he received correspondence from PCSB suggesting that someone new be appointed. Chair Simmons wishes for the appointments to remain as Administrator Roark and Sheriff Jones. Supervisor Bowen makes a motion to approve these appointments. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for appointments to the newly established Emergency Services Committee. Supervisor Bowen informs that both he and Supervisor Shekleton have been meeting with the agencies as an adhoc committee. Vice Chairman Vaughn expresses interest in serving on this committee. Supervisor Roark moves to appoint Vice Chairman Vaughn and Supervisor Bowen to the Emergency Services Committee. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks for a discussion and decision on holding regularly scheduled work sessions, either monthly or quarterly, prior to the regular Board meeting. Vice Chairman Vaughn suggests quarterly, Administrator Roark suggests holding them monthly for at least the first few months. Supervisor Bowen shares suggestions made by Supervisor Shekleton of regularly scheduling the work sessions on the week prior to the regular meeting and cancelled if deemed unnecessary by Madam Chair Simmons. Supervisor Roark recommends having one work session a month regularly scheduled but have two a month until the Budget is adopted.

Supervisor Roark moves to hold regular work sessions scheduled for the second Thursday of each month beginning at 7:00 PM in the Health Department conference room. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark explains it is his intent to inform the Board at the work session about items that are to be placed on the agenda for the regular meeting; they can discuss any and all items as they see fit, and/or make requests for things not be placed on the agenda, and/or make requests for additional agenda items.

Supervisor Bowen asks the Board to consider still holding an informative work session with representatives from Piedmont Senior Resources.

There being no further business to come before the Board, Madam Chair Simmons calls for a motion to adjourn. Supervisor Bowen makes a motion to adjourn and Supervisor Roark provides a second. With a voice vote the meeting was adjourned at 7:37 pm.

Hele M. Simmons Chairman

Ronald E Roark Clerk

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 09TH DAY OF JANUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: NOEL R. SHEKLETON
PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the work session to order at 7:00 p.m.

Supervisor Steve Bowen provided the invocation.

Madam Chair Simmons states the purpose of the work session is to review and discuss upcoming content to come before the Board of Supervisors.

Mr. John "Jack" Boswell makes a presentation following a recent meeting with Dominion7 Architects. The firm's representatives met with members from Nottoway CARES and Phase II of the project was the main subject matter. It is reported that findings are leaning towards remodeling an existing structure would be more cost effective than new construction. Based on this Mr. Boswell suggests that the County have an appraisal done for the current Animal Shelter; before any future building negotiations continue. He reports that as of this day, Nottoway CARES has raised approximately \$12,500 in donations.

Supervisor Bowen asks for clarification from Mr. Boswell as to what, if anything, he is specifically asking for at this point. Mr. Boswell states that the first step in proceeding should be the appraisal.

Vice Chairman Vaughn asks if Nottoway CARES has researched any available grant funding for such a project. Mr. Boswell explains that this will be the plan once their 501C3 non-profit application is approved.

The Board asks that Administrator Roark add Mr. Boswell's request to the next regular meeting agenda.

The following items will be on the agenda for the January regular meeting:

- Marilyn Hill, Assistant Warden – Nottoway Correctional Work Center
- Rabies Clinic on January 25, 2020; this will be advertised for two weeks
- there is a leak in the wall at the Commonwealth's Attorney Office, a local contractor is going to evaluate the repairs necessary and report back
- Judge Cella has appointed Mr. James L. McDaniel to the Nottoway County Board of Zoning Appeals
- Special Exception Permit – Stanley Holmes has made a request to establish a wedding/event venue in the former Country Inn building on W. Colonial Trail Hwy, Blackstone

- Appointment to the Social Services Board and the Planning Commission to replace Robbie Roberts
- Budget Adjustment – Sheriff - \$771.10 – Insurance proceeds - damage to vehicle
- Emergency Operations Plan needs to be updated and will be done by County Planner Maegen Hailey; current Plan expires December 15, 2020
- Piedmont Regional Jail & Detention Center: Nottoway has the lowest population numbers at the Detention Home than has been in quite some time; The Jail is still trying to find ways to fund changes; there has been a proposal put forward to no longer handle Federal Inmates; there are currently only 92 Federal inmates (there is a clawback provision as a factor)
- Nottoway has two business vacancies on the Workforce Development Board; Supervisor Bowen asks Administrator Roark to gather some information to give perspective appointments
- Proposed resolutions on a militia - Administrator Roark is in receipt of one from citizen Gregory Robertson and a second from Tazewell County; the Board instructs to place this on the January regular meeting agenda – Vice Chairman Vaughn encourages each member to seek as much public opinion as possible before considering any action at the regular meeting
- Request for refund from Nissan Infiniti for an erroneous assessment
- Landfill Financial Assurance documents

Administrator Roark informs that all six of the County waste convenience sites were open during the Christmas holiday; the five sites that have been regulated with specific operational hours saw no mess; the unregulated Rt. 616, Genito Road site was in complete disarray

Supervisor Bowen questions why there was only one dumpster at the Rt. 616 site. Administrator Roark explains that the box on the site was more than large enough for all of the mess that was left; citizens just weren't using it. Assistant Administrator Prorise informs everyone that the fencing is in the process of being installed on the Ry. 616 site; the attendant shelter is ready for delivery.

Assistant Administrator Prorise reports that more applicants are needed for Convenience Site Attendants. Supervisor Bowen asks if it is possible that once the public becomes familiar with the new schedules and dumping regulations, would it be possible to staff one attendant for multiple sites. It is stated that at this point that doesn't appear to be a feasible option.

Administrator Roark reports that there was recently 36,000 gallons of leachate hauled from the Landfill.

- Refund request from Ramos Pedro Martinez for erroneously assessed late filing penalties
- Completion of land use permit from VDOT for sidewalk project in Cole Harbor
- Charles Bland – request refund of taxed paid on a family cemetery which is tax exempt

- Next generation 911 – will need authorization to sign service agreement

Administrator Roark explains that there is an opportunity for a joint agreement with adjoining Counties (current E911 system boundaries) that can reduce the cost; there is also available grant funding to help

Administrator Roark explains that the County will pay for the equipment; the monthly recurring costs will increase from \$2,870 to \$4,294 but the E911 Services Board will cover the amount of the increase for a period of two years.

- Building inspector report; includes map showing new construction sites in the County
- Animal control report; December and 2019 annual reports – 1525 calls in 2019 compared to 1,021 in 2018, listing of rescue agencies we participate with
- VACo Legislative Day, February 6, 2020; Administrator Roark has invited the School Superintendent and Lunenburg County representatives have asked to ride also

Supervisor Bowen suggests not inviting the Schools Superintendent; cites that Nottoway is the only County that does this. Madam Chair Simmons urges there is no reason not to invite Dr. Grimes since the past Superintendents have been invited. Administrator Roark will register everyone planning to attend.

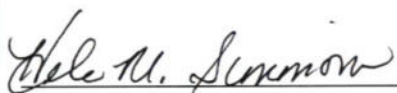
- Right sizing report for mental health facilities

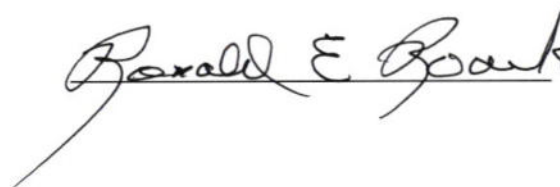
Madam Chair Simmons asks if there are any other items anyone needs/wants to discuss.

Supervisor Roark asks to discuss the potential for expanding the hours at the County's waste convenience sites. He states that he would like every site to stay open 12 hours a day and seven days a week; if this doesn't seem feasible then he would like to see at least two of the sites change to the 12 hours. Madam Chair Simmons asks Administrator Roark to add this to the regular meeting agenda.

Supervisor Roark also presents a draft copy of an Emergency Services plan of action for the County that he has prepared; with input from the County's emergency services agencies. Madam Chair Simmons refers this to the Emergency Services Committee for their review and recommendation.

There being no further business to come before the Board, Madam Chair Simmons adjourns the work session at 7:40 P.M.

 Chair

 Clerk



Nottoway County
Board of Supervisors

AGENDA

January 16, 2020

7:00 p.m.

A. CALL TO ORDER

Chairman Simmons

INVOCATION

PLEDGE OF ALLEGIANCE

Chairman Simmons

B. APPROVAL OF AGENDA

Chairman Simmons

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Department of Corrections
Ms. Marilyn Hill
2. Special Exception Permit
Stanley Holmes

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
A. Notice Paul Hinson – Land Use Permit
2. School Board
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee

5. Regional Jail Report &
Juvenile Detention Center
6. Landfill Report
 - A. Leachate Report
 - B. Financial Assurance Review
 - C. Waste Collection Centers
 - D. Monthly Report
 - E. Expanded Hours
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report - Mr. Roark

G. UNFINISHED BUSINESS

1. Appointment to Social Services Board
2. Appointment to County Planning Commission
3. Workforce Development Board

H. NEW BUSINESS

1. Resolution - Militia

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Sheriff's Office - \$771.10
2. Erroneous Assessment
Nissan Infiniti - \$706.69
3. Erroneous Assessment
Ramos Pedro Martinez - \$47.25
4. Erroneous Assessment
Bland - \$23.16

K. INFORMATION ITEMS

1. News Article - Fox News
2. Library News
3. Notice - STEPS
4. Letter - VACo
5. Annual Financial Statement - Social Services
6. Notice - Dominion Energy
7. Minutes

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report
2. Animal Control Officer's Report
 - A. Rabies Clinic - January 25, 2020
 - B. Animal Shelter
3. E & S Report
4. Emergency Operations Plan
5. NG-911
6. "Right Size" State Hospital Study
7. Delinquent Tax Collection

**M. COMMUNICATIONS, INSTRUCTIONS OF
MEMBERS OF THE BOARD**

Mr. Vaughn

Mr. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

January 16, 2020

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 16TH DAY OF JANUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: NOEL R. SHEKLETON

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Citizen and Deacon, Glenn Norton, provided the invocation. Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons asks if there are any additional items that need to be placed on the agenda for the night's meeting; hearing none she calls for a motion to approve the agenda as presented. Supervisor Roark makes this motion and a second is offered by Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

The minutes of the December 19, 2019 regular Board meeting were presented. Vice Chairman Vaughn moves to receive and adopt the December 19, 2019 minutes as presented. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons, after realizing that majority of the night's large audience is there to either speak in favor of, or show support for, the request to establish a militia, she moves this agenda item forward.

Administrator Roark reads aloud two proposed resolutions; one provided by a Nottoway County citizen and the other from Tazewell County. Supervisor Roark reads aloud a prepared statement expressing his opinion on the issue and moves to forward the proposed resolution to County Attorney Preston Williams for his review. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Chair Simmons asks if there are any delegations from the public:

Laura Paulette (PSR): Ms. Paulette asks why the Board does not want the services of Piedmont Senior Resources in the County. She urges the Board to reconsider the financial contribution they provide PSR during the upcoming Budget preparations

Bill Outlaw: Mr. Outlaw offers words to remind all citizens that the elected officials work for the voting, tax-paying citizens, not the other way around

Lynn Blevins (PSR): Asks for clarification on how the matters with Piedmont Senior Resources will be resolved

Madam Chair Simmons instructs Administrator Roark to write a letter to the Chair of the Piedmont Senior Resources (PSR) Board notifying them of the citizen's concerns and complaints about the services that are not being provided to them and to have the PSR Board supply an answer as to what the problem is.

Stuart Cardwell (militia): Mr. Cardwell, states he is a law-abiding gun carrying taxpayer and the tyranny leadership is trying to strip citizens of the rights provided each by the constitution; he exclaims that 65 of the 140 seats that make up the State Government are people that were not born in the State of Virginia yet they are making decision for those that were. Mr. Cardwell acknowledges the recent policy change made by the Governor to ban guns in the Capital Building and its grounds; suggests this was purposeful action to keep citizens from exercising their god given rights.

Darrell Garber (Title 18 USC): Mr. Garber suggests that the Governor is posing credible threats of violence against its own people; asks for the Board to write a letter to the US Attorney in Richmond relating to the Governor's violation of the United States Code Title 18 Section 242 and request they open an investigation. Mr. Garber also acknowledges proposed House Bill 899 that will ban plastic coated bullets or solid metal other than lead bullets; making possession of such ammunition a Class 5 Felony; suggests these types of Bills are being proposed and considered solely to strip citizens of their rights.

Sonny Abbott: Mr. Abbott expresses his displeasure with his District 3 Board representative, Madam Chair Helen Simmons; stating that she has not made an attempt to answer questions asked of her in a personal letter from him. Mr. Abbott also takes exception with the presumed assumption that newly elected supervisor John Roark was purposely passed over as Chairman of the Board. Mr. Abbott suggests that the Board does not want change.

Madam Chair Simmons reminds Mr. Abbott that when he presented her his letter he stated that it was no rush and that he didn't give her his telephone number; she had to obtain it from another source. She states that she would indeed be calling him to arrange a meeting with him as her earliest convenience.

John Schutt, Chief - Burkeville Volunteer Fire Department: Chief Schutt provides documents containing operational, financial, and statistical information for his Department and offers clarification on public misconception that a non-profit organization makes money; exclaims that is not accurate.

Gregory Robertson: Mr. Robertson provides alternate ways a locality could utilize, and even benefit from, an organized militia; search and rescue efforts, traffic directing, manhunts, security, during inclement weather events, wildfires, natural disasters, and mass casualty incidents. Mr. Robertson suggests that the duty of every elected official is to preserve and defend the rights of its people and urges the Board to take a stand against tyranny.

Supervisor Roark thanks Mr. Robertson for his efforts and assures him the Board is taking steps towards making a decision.

Daphne Norton, member – Citizens for a Better Nottoway: Mrs. Norton suggests that now is a critical time for our nation, our state and our County; any and all actions will have a lasting effect, be it positive or negative, especially when it comes to their efforts for economic development. The Group questions if the Board has a set of goals they would like to achieve and if so will they share them with the group; they urge for everyone to set pride aside and do what's best for the County. Mrs. Norton urges that if the County's Economic Development Committee met more frequently and everyone would work together Nottoway County can successfully grow and progress.

Susan Yeatts: Mrs. Yeatts begins her comments by reciting a portion of the 1st Amendment and exclaims that the 5-minute speaking rule shows that the Board doesn't embrace the Amendment. Mrs. Yeatts suggests that it is shameful that the Board won't fully fund Piedmont Senior Resources funding request of \$13,345 but they are discussing the potential to spend between \$500,000 and \$1 million on a new animal shelter.

Supervisor Bowen asks for two points of clarification relating to public comments just heard. He explains the funding history from the County to PSR; they were given \$250 for a long time, it was then increased to \$1,000, then increased to \$2,500. He also states that he personally asked PSR Director Justine Young if the \$2,500 contribution would ensure the services to Nottoway County would remain through the end of the current budget year of June 30, 2020. Director Young said they absolutely would. Supervisor Bowen then asks citizen speakers Laura Paulette and Lynn Blevins to confirm their statements that transportation services for Nottoway County have been cut; they answer yes that is correct.

Supervisor Bowen suggests that it is time for the Board to consider additional funding, however much that involves, to ensure the services do not continue to be unavailable to Nottoway citizens and fund that amount.

Supervisor Bowen asks for clarification from citizen speaker Darrell Garber; what is he specifically asking of the Board. Mr. Garber states he wants the Board to send a letter to the U.S. Attorney requesting they look into a possible conspiracy to deprive citizens of their civil rights. Supervisor Bowen suggests having County staff draft such a letter and allow the Board to review it before submission.

The Board heard the following presentation:

Presentation – David Call, Warden and Marilyn Hill, Assistant Warden, Work Center - Nottoway Correctional Center: Warden Call expresses appreciation for the Board and its resources and looks forward to continuing the partnership. Assistant Warden Hill provides an update to the Board on the Nottoway Correctional Work Center. Mrs. Hill reports that in 2019, inmate labor resulted in a total savings for the County of \$200,310.25.

Mrs. Hill praises the County's law enforcement and emergency services resources for their efforts in locating an inmate that escaped from the work center. She also announces that in October 2019 Nottoway Correctional Center and Work Center received a Governor's Award for enhancing the prosperity and quality of life in rural Nottoway County.

The Board held the following public hearing:

Special Exception: Request from Stanley Holmes to consider allowing the establishment of a wedding and event venue on property located off Rt. 460 – West Colonial Trail Hwy, in Bellefonte District; the property is zoned C-1, Conservation and A-1, Agriculture and is owned by Michelle D. Claiborne

Chair Simmons asks if there is anyone wishing to speak on, either for or against, the Holmes special exception request. After hearing from applicant Holmes, the public hearing is closed and the recommendation from the Planning Commission to approve is stated by Administrator Roark.

Vice Chairman Vaughn moves to approve the special exception request from Stanley Holmes to establish a wedding and event venue as requested. The motion receives a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board receives the following Department reports:

1 - Highway Department: Mrs. Dianna Bryant, Assistant Residency Administrator, is present to receive any communications from the Board, and also provide updates on the routine maintenance and/or projects performed since the last meeting. Mrs. Bryant reports that Dusty Road –Rt. 669 was selected to be paved early as a test with milled asphalt. She explains that \$100,000 has been awarded from the Research Council to complete a portion of the road and what funding already obligated by VDOT will be enough to pave the rest.

Mrs. Bryant announces that the SMART Scale projects application period is nearing; she will contact Assistant Administrator John Prosis to set up a meeting.

Supervisor Roark relays citizen's concerns, those of the Bible Road area, about potential traffic safety concerns near the entrance to the County's waste convenience site; asks what safety measures can be provided from VDOT to minimize this risk. Mrs. Bryant informs that she has already been in contact with the County and they are seeking options.

A – Virginia Department of Transportation – Paul F. Hinson, P.E., LEED AP, Area Land Use Engineer: Notice that Land Use Permit Number: 425-58051, the revenue sharing project with the Town of Blackstone to construct sidewalk and roadway improvements along Cole Harbor Road, has been satisfactorily completed

B - Virginia Department of Transportation Petersburg Residency Maintenance Report

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on January 09, 2020; minutes of the regular meeting of the Nottoway County School Board meeting held on December 12, 2019, three Budget adjustments, a Resolution supporting a request from the Town of Blackstone to demolish two buildings on the old Intermediate School property in the Town and agreement for said demolition

A – Budget Adjustment – Title IIA - \$93,565.25

REVENUES:

3-201-33020-0260-300	Title IIA	<u>\$93,565.25</u>
	(c/o funds from 17 & 18)	<u>\$93,565.25</u>

EXPENDITURES:

4-201-61310-1620-200-100-630	Supp Sal Title II Elem	\$18,105.34
4-201-61310-2100-200-100-630	FICA – Elem	1,385.06
4-201-61310-1620-300-100-630	Supp Sal Title II Sec	10,000.00
4-201-61310-2100-300-100-630	FICA Sec	1,342.56
4-201-61310-3000-200-100-630	Pur Services – Elem	45,357.00
4-201-61310-5500-200-100-630	Travel – Elem	<u>6,695.28</u>
4-201-61310-6030-200-100-630	Instructional Materials–Elem	<u>\$93,565.25</u>

B – Budget Adjustment – VPSA E-backpack - \$68,000.00

REVENUES:

3-201-41040-0050	VPSA E-backpack	<u>\$68,000.00</u>
	(new award)	<u>\$68,000.00</u>

EXPENDITURES:

4-201-68100-8300-900-000-100	Inst Technology Hardware	<u>\$68,000.00</u>
		<u>\$68,000.00</u>

C – Budget Adjustment – SPED 611B - \$164,363.38

REVENUES:

3-201-33084-0027	SPED 611B	<u>\$164,363.38</u>
	(c/o from 2018-19)	<u>\$164,363.38</u>

EXPENDITURES:

4-201-61310-6000-300-200-625	611B Mat. & Supplies - Sec	\$ 3,525.37
4-201-61310-6000-200-200-625	611B Mat. & Supplies - Elem	3,525.37
4-201-61310-3000-200-200-625	611B Purch. Services – Elem	11,663.45
4-201-61310-3000-300-200-625	611B Purch. Services – Sec	11,663.46
4-201-61100-1120-240-200-625	Inst Sal BPS	35,061.47
4-201-61100-2100-240-200-625	FICA BPS	9,600.44
4-201-61100-1120-230-200-625	Inst Sal CPS	35,061.47
4-201-61100-2100-230-200-625	FICA CPS	9,600.44
4-201-61100-1120-203-200-625	Inst Sal NIS	35,061.47
4-201-61100-2100-203-200-625	FICA NIS	9,600.44
		<u>\$164,363.38</u>

Supervisor Bowen moves to approve the three School Budget adjustments. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark requests authority to write a letter to the Town of Blackstone seeking additional information on the amount of potential waste to be created from the proposed demolition of the School buildings as well as what hazardous materials exist in the structure. Supervisor Roark moves to authorize the letter to the town. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 - Health Department – Howard Nash, MD FCAP: No report provided

4 - Economic Development Committee: Administrator Roark informs the Committee will not meet for January

5 - Regional Jail Authority Report & Juvenile Detention Center: November 2019 Piedmont Regional Jail Authority Transportation Report, September – November 2019 Piedmont Regional Jail Authority Jurisdiction Report, November 2019 Piedmont Regional Jail Authority Revenue Report, Piedmont Regional Jail Authority projected budget calculated without federal inmates (and associated funds), Virginia Department of Juvenile Justice Statewide Detention Facility Population, November 2019 Piedmont Regional Juvenile Detention Center Utilization Report, October 2019 Piedmont Regional Juvenile Detention Center Utilization Report

Administrator Roark informs that discussions are still continue concerning the amount of future funding that will be required to operate the Jail.

6 – Landfill: Administrator Roark

A – December 2019 Nottoway County Solid Waste Daily Leachate Disposal Record; 36,000 gallons hauled

B – Virginia Department of Environmental Quality (DEQ) – Suzanne D. Taylor: DEQ has reviewed the Solid Waste Financial Assurance Demonstration for Nottoway County Sanitary Landfill Solid Waste Permit Number 304; the County has approved cost estimates in the amount of \$6,773,945 and has demonstrated financial assurance in the same amount

C – Images from the Rt. 616 – Genito Road dumpster site, the only site remaining unmanned, following the recent holiday closings of the other sites and the Landfill; the site was left in an unsightly condition as citizens were just throwing their trash on the ground all over the site

D – December 2019 Nottoway County Sanitary Landfill waste report; average of 59.91 tons of waste per day received, Annual (2019) Nottoway County Sanitary Landfill waste report; average of 75.87 tons of waste per day received

E – Expanded Hours for the waste collection convenience sites: Supervisor Roark, at last week's Board work session, expressed his desire to amend the approved operating hours for the waste convenience sites. He explains that while he has come to realize the logic for why the sites can't remain open 12 hours a day seven days a week, he would like to see them expanded to 12 hours a day two days a week; Wednesday and Saturday.

Administrator Roark recommends making the change on a trial basis to determine a need. Supervisor Roark makes a motion to extend the hours at the waste convenience sites to 12 hours, 7A-7P, on Wednesday and Thursday on a trial basis. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

7 - Fort Pickett Redevelopment Authority: Administrator Roark reports that the County has received the \$24,500 from the Community College Foundation, as promised, to assist with costs associated with renovations to the building they will be using; this will need to be appropriated at the next regular meeting

8 - Planning Commission Report: The Planning Commission met to hear the Holmes special exception request and discuss the County's Comprehensive Plan that is being updated

The Board revisits the following old business:

1 – Appointment to the Nottoway County Department of Social Services (DSS) Board: Supervisor Roark moves to appoint Dr. Carrie Gravely to the DSS Board. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

2 – Appointment to the Nottoway County Planning Commission: Supervisor Roark will have an appointment for the February meeting.

3 – Appointment to the South Central Workforce Development Board: Supervisor Roark moves to appoint Rodney Reynolds to the Workforce Development Board. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board considers the following new business:

1 – Resolution promoting the order of militia pursuant to the second amendment of the United States Constitution and the Constitution of Virginia: the Board discussed this matter earlier in the meeting

Reports, requests, and recommendations of Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: nothing to report

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue: nothing to report

5 – Leanne Watrouss, Commonwealth's Attorney: she announces that there are officially three attorney's for the Commonwealth; she has hired two Assistant Attorneys

Chair Simmons presents the CONSENT CALENDAR:

1 – Budget Adjustment – Sheriff - \$771.10

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$771.10</u>
	(VRSA Ins. Proceeds – Sheriff vehicle)	<u>\$771.10</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$771.10</u>
		<u>\$771.10</u>

2 - Erroneous Assessment: Refund Nissan-Infiniti Lease Trust \$706.69 for an erroneous personal property tax assessment

3 – Erroneous Assessment: Refund Ramos Pedro Martinez \$47.25 for erroneous late filing penalties

4 – Erroneous Assessment: Refund Charles Bland \$23.16 for an erroneous real estate tax assessment for tax years 2017 and 2017; taxed on a family cemetery that should be exempt

Supervisor Bowen moves to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – *Fox News* article announcing the newly opened State Department Foreign Affairs Security Training Center on Fort Pickett

2 – Nottoway County Public Library Newsletter, report of actions at the Nottoway County Public Library Board of Trustees meeting held on December 10, 2019

3 – Letter – STEPS – Amy W. Beatson, M.Ed., Vice President of Planning and Evaluation: STEPS and the Heartland Local Planning Group will be conducting the Point in Time Count in Amelia, Buckingham, Cumberland, Lunenburg, Nottoway and Prince Edward counties; annual count of homeless individuals and families in the region to take place on January 22, 2020 from 6:00 P.M. until January 23, 2020 6:00 A.M.

4 – Correspondence – Virginia Association of Counties (VACo) – Dean A. Lynch, CAE, Executive Director: requesting assistance from Virginia Counties in supporting VACo's advocacy work leading up to and during the legislative session as they make equal taxing authority for counties its overarching priority for the 2020 General Assembly Session

5 – Virginia Department of Social Services (DSS) 2019 Annual Financial Statement for Nottoway County DSS

6 – Notice: Application of Virginia Electric and Power Company for approval to establish an experimental residential rate schedule, designated Time-of-Use Rate Schedule 1G (Experimental) Case No. PUR-2019-00214, Application of Virginia Electric and Power Company for approval of its 2019 DSM Update pursuant to § 56-585.1 A 5 of the Code of Virginia Case No. PUR-2019-00201, Petition of Virginia Electric and Power Company for revision of rate adjustment clause: Rider E, for recovery of costs incurred to comply with state and federal environmental regulations pursuant to Case No. PUR-2020-00003

7 – Minutes: Minutes of the Nottoway County Economic Development Committee meeting held on February 28, 2019, minutes of the Nottoway Community Planning and Management Team meeting held on November 25, 2019, minutes of the Piedmont Regional Jail Authority Board meeting held on November 20, 2019, minutes of the Piedmont Regional Juvenile Detention Center Commission meeting held on October 16, 2019

Administrator Roark presents the following correspondence:

1 - Building Inspector's Report: report period December 2019, mapped location of all newly constructed homes in Nottoway during 2019, 2019 building permit summary

2 - Animal Control Officer's (ACO) Report: report period December 2019, 2019 Annual Animal Control report, list of rescue groups that received Nottoway's transfer animal in 2019, 2018 Annual Animal Control Report; the Officer's answered a total of 1525 calls in 2019

A – A rabies clinic has been scheduled for January 25, 2020 from 9am to 11am; the Treasurer's Office will be open to sell dog tags during this time

B - Nottoway CARES Chairman Jack Boswell asks the Board to have his building appraised to allow for more accurate negotiations in the near future and also authorize the second phase of the plan as soon as possible,

Supervisor Bowen asks for clarification on the second phase of the plan; purchase the existing shell building, purchase the empty lot beside the existing shell building, or buy both the existing building and the lot beside. Administrator Roark acknowledges that is partly correct; they will need to have the assessment done of the existing shell building, owned by Mr. Boswell, and if the County chooses to purchase the building Mr. Boswell will donate the lot beside it.

Madam Chair Simmons allows for citizens questions in relation to the proposed property. Citizen Clarence Hawkes asks for clarification on the location of Mr. Boswell's property and Supervisor Bowen provides that. Citizen Sonny Abbott asks if the Consulting firm looked into any existing property that the County owns. Administrator Roark will get clarification on this. Citizen Susan Yeatts asks if the financial feasibility has been researched for renovating an existing building over new construction

Supervisor Bowen proclaims that he would not vote in favor of renovating the existing Animal Shelter building due to the stigma that animals are euthanized and just thrown in the Landfill. Just for informational purposed Administrator Roark clarifies that only five animals were euthanized during 2019.

Vice Chairman Vaughn moves to proceed with the appraisal of existing shell building owned by Mr. Boswell. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 - Erosion and Sedimentation Report: no report provided

4 – Letter – Virginia Department of Emergency Management (VDEM) – Donna Pletch, Chief Regional Coordinator, VDEM Region 1 Office: Nottoway County's current Emergency Operations Plan expires on December 15, 2020; the Plan update will be given to County Planner Maegen Hailey to complete, present to and have the board adopt before the current plan expires

5 – Nottoway County will undergo a transition, in mid 2021, to NG (Next Generation)-911, text to 911, at a projected cost nearing \$500,000; a text-to-911 Public Safety Answering Point (PSAP) Grant has been awarded to the County for \$42,196.54, additional grant funding has been awarded for \$438,081.18. The monthly recurring cost to the County is currently \$2,887.27; with implementation of the NG-911 this will increase to \$4,292.34. The E911 Services Board will offset the monthly cost difference of \$1,405.17 for the first two years following deployment

Supervisor Bowen questions whether the need to install new fiber lines can offer an opportunity to help the rural areas of the County have access to effective high-speed internet service.

6 – Letter – Virginia Department of Behavioral Health and Development Services – Allison G. Land, FACHE, Commissioner: Report on a plan to "right size" the state behavioral health hospital system. Administrator Roark states that the report findings do not speak well for Piedmont Geriatric Hospital

7 – Letter – James W. Elliott, Attorney at Law: Request for reimbursement of costs incurred with the collection of delinquent taxes; \$1,629.00.

Administrator Roark explains that after a recent delinquent tax sale the Treasurer received a check payment for \$9,050.46; part of this payment was fees payable to Attorney Elliott. Administrator Roark recommends having the Treasurer write a check to the Attorney for \$3,098. Vice Chairman Vaughn moves to approve both payments to Attorney Elliott. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Communications, Instructions of Members of the Board:

Vice Chairman Vaughn – as a result of the Town’s request for mandatory connection to proposed new water/sewer lines to extend down Bus 460-Cox Road he has been talking with the residents that stand to be affected; he is still doing so and will hopefully have a report soon

Supervisor Bowen: The Planning Commission was recently made aware of a violation of the County’s Zoning Ordinance by a local agri-tourism business; they installed a sign that is too big. He suggests that this type of issue may result in the need to look into changing the zoning ordinance to accommodate similar potential future growth.

Supervisor Roark acknowledges that during his election campaign his platform was for transparency and accountability. He explains that as a result he has established a District 2 Facebook page that will allow citizens to reach out to him directly with any comments/concerns. He clarified that while it was created for District 2 residents he will welcome citizens from every district. He does encourage those in Districts one, three, four and five to reach out to their Supervisor first.

Madam Chair Simmons thanks everyone for their comments/concerns.

There being no further business to come before the Board, Supervisor Bowen moves to adjourn. The motion received a second from Supervisor Roark. Madam Chair Simmons adjourns the meeting at 8:55 p.m.

Helen M. Simmons Chairman

Ronald E Roark Clerk



Nottoway County
Board of Supervisors

AGENDA

February 20, 2020

7:00 p.m.

A. CALL TO ORDER

Chairman Simmons

INVOCATION

PLEDGE OF ALLEGIANCE

Chairman Simmons

B. APPROVAL OF AGENDA

Chairman Simmons

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Foreign Affairs Security Training Center
2. Sonny Abbott - Budget
3. Southside Center for Violence Prevention Report

4. Special Exception Permit - Hernandez

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
2. School Board
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee

5. Regional Jail Report &
Juvenile Detention Center
6. Landfill Report
 - A. Leachate Report
 - B. Inspection Report
 - C. Gas Monitoring
 - D. Cell 5 - Certificate to Open
 - E. Monthly Report
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report - Mr. Roark

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. Appointment to Planning Commission
1. Appropriation - LRA
\$24,500
2. Contract - Cost Allocation Plan

**I. REPORTS, REQUESTS,
RECOMMENDATIONS OF
CONSTITUTIONAL OFFICERS**

1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Budget Adjustment - Sheriff
2. Budget Adjustment - Sheriff

K. INFORMATION ITEMS

1. Letter - Regional Jail
2. Letter - VACo
3. Letter - Trudy Berry
4. Letter - James Kersey
5. Letter - VACo

6. Letter - USDA
7. Notice - Dominion Energy
8. Letter - DCJS
9. Letter - Barbara Spear
10. Fire Department Report
11. HUD
12. Letter - Jon Russell
13. Letter - Sue Ellen Bailey
14. Letter - Department of Health
15. Minutes
16. VDH Corona Virus Update

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report
2. Animal Control Officer's Report
3. E & S Report
4. Dog Confinement - April & May 2020
5. Appropriation - Nottoway CARES
6. Sale of Surplus Vehicles
7. Surplus - Commissioner of Revenue's Office
8. Appointments- VACo
9. Budget Committee Schedule
10. Refund - Building Permit
11. Militia
12. Animal Shelter
13. Space Study
14. Piedmont Senior Resources

**M. COMMUNICATIONS, INSTRUCTIONS OF
MEMBERS OF THE BOARD**

Mr. Vaughn

Mr. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 13TH DAY OF JANUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
NOEL R. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the work session to order at 7:00 p.m.

Supervisor Steve Bowen provided the invocation.

Madam Chair Simmons states the purpose of the work session is to review and discuss upcoming content to come before the Board of Supervisors.

Presentation: CJMW Architects – Mike Griffin, Partner and Jeremy McClure, Architect: Mr. Griffin presents their completed analysis of the current and future needs of the Nottoway County Courthouse Complex; presents numerous scenarios for remodels and/or new construction.

Presentation: Town of Crewe – Greg Eanes, Mayor: Mayor Eanes provides an informative slideshow presentation on militias; what they are, what they mean, how they are allowed, and who controls them

- Representatives from FASTC will make a presentation at regular meeting
- Sonny Abbott has asked to be on the agenda for the March regular meeting to discuss the pending budget
- Special Exception Permit – Hernandez request to replace existing mobile home with a newer and larger model
- Greg Robertson has asked to be put on the agenda for the March work session

Administrator Roark informs that Susan Yeatts had asked to be on the night's work session agenda but due to the potential length of the first presentation she was asked to wait until the March work session or regular meeting

Administrator Roark informs that he, along with Madam Chair Simmons and Supervisor Roark, met this morning with representatives from Piedmont Senior Resources. Mr. Carter Harrison of PSR has asked to make a presentation to the Board at March work session.

- Yearend report Presentation from Madeline's House
- VA Department of Environmental Quality has given approval to being using Landfill cell - 5
- Appropriation needed for Southside Virginia Community College Foundation's promised contribution towards LRA building renovations (\$24,500); building will be used to house their students
- Juvenile Detention Center Report

- Dog confinement period will need to be set for April & May 2020
- Robinson, Farmer, Cox has sent it contract for services for the County's Cost Allocation Plan
- Piedmont Regional Jail Authority reports
- Nottoway Building Code Office has been certified as a Land Applier by the Virginia Department of Environmental Quality State Water Control Board
- Landfill gas monitoring inspection
- Budget adjustment for sheriff - \$618.39 – DSS Fuel Consumption
- Appropriate needed for a private donation for Nottoway CARES
- Surplus Landfill Vehicles; 1994 GMC truck and International Waste Truck
- Commissioner of Revenue has surplus electronics to dispose of
- Animal Control Report
- Building Inspector Report
- Landfill waste totals for January 2020
- Landfill compliance inspection report
- Landfill leachate report for January 2020; 546,000 gallons hauled
- Virginia Association of Counties Committee appointments
- Budget adjustment for Sheriff - \$4,052.50 – insurance proceeds for total loss
- Bulletin for Militia Muster Call to be held on March 14, 2020 at Schwartz Tavern

Madam Chair asks if there is any other items anyone wants/needs to discuss.

Supervisor Bowen asks for a status update for Phase II for the Nottoway Animal Shelter. Administrator Roark informs that the appraisal of the current building has been initiated but the report has not been received yet; once this is received and reviewed the Board can consider Phase II

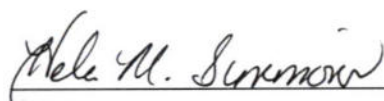
Supervisor Bowen provides his thoughts on the recent presentation of the Courthouse Facilities Space Study by CJMW Architects. He is hoping the Board can make something happen.

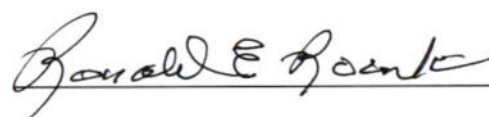
Supervisor Shekleton states that he has had his own business cards printed that include information on District 5; suggests the others may want to consider doing something similar. A discussion on the many ways a citizen can contact any Supervisor was held; suggestions were made for creating an informative pamphlet.

Supervisor Roark states that he will be prepared to make an appointment to the Planning Commission at the February regular meeting.

Vice Chairman Vaughn expresses his desire to see the re-establishment of Capital Improvements and that he plans to discuss this during Budget time.

There being no further information to come before the Board, Madam Chair Simmons adjourns the work session at 8:38 PM.

 Chair

 Clerk

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON MONDAY, THE 24TH DAY OF FEBRUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: NOEL R. SHEKLETON

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Supervisor Bowen provided the invocation. Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons asks if there are any additional items that need to be placed on the agenda for the night's meeting. Administrator Roark informs that he has two additional items that need to be added to the night's agenda; two presentations and a closed session for probable litigation.

Supervisor Bowen makes a motion to approve the agenda with the additions from Administrator Roark and a second is offered by Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

The minutes of the January 02, 2020 organizational meeting and the January 16, 2020 regular Board meeting were presented. Vice Chairman Vaughn moves to receive and adopt the January 02, 2020 and the January 16, 2020 minutes as presented. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons holds a moment of silence in honor of former Board member Sidney Locke who recently passed. This is followed by the presentation of a plaque to Sheriff Robert L. Jones in honor of Black History Month. Supervisor John Roark presents Madam Chair Helen Simmons with a similar plaque.

Madam Chair Simmons asks if there are any delegations from the public:

Susan Yeatts: Mrs. Yeatts continues to ask the Board for more transparency and better communication. She suggests that the recently implemented routine work sessions aren't being utilized as they should.

Cindy Debusk, Nurse Manager and Tammy Johnson, Public Health Nurse express appreciation to the Board for including the Health Department in the facilities space utilization study; they have outgrown their current space and safety concerns are growing.

Supervisor Bowen explains that the Study was completed and resulted in a project estimated in excess of \$20 million (this does not include engineer and architectural services) and suggests the Board may need to complete this in phases.

Bill Outlaw, Nottoway County School Board member: reports that the Board has done its School division a great service by agreeing to provide funds for School Resource Officers.

Stuart Cardwell: Offers to provide the public information on the purpose, mission, etc. of a militia

Daphne Norton: Present as a member of Citizens for a Better Nottoway, expresses appreciation for the documents received providing answers to questions she asked at the January meeting; states that the answers aren't completely understandable and more clarity is needed. She lastly thanks the Board for its efforts for growing transparency.

The Board heard the following presentation:

Foreign Affairs Security Training Center: Administrator Roark informs that due to having to reschedule the meeting from last week; the FASTC representatives had a schedule conflict with tonight so they will make their presentation at the March regular meeting

Sonny Abbott: Mr. Abbott suggests that the Board should reduce its local contribution to the Schools in FY21; he provides several documents to support his recommendation. He implies that if the School System can use current year funds to pay for next year's expenses, they should be returning funds to the County.

Southside Center for Violence Prevention: Administrator Roark states that due to a scheduling conflict this presentation will be made at a later date.

The Board holds the following public hearing:

Special Exception: request from Juliana Hernandez to replace an existing 1971 single-wide mobile home (12x66) on property located at 616 CCC Road, Crewe, with a newer (1996) and larger single-wide mobile home

Madam Chair Simmons asks if there is anyone wishing to comment on the Hernandez request; there being none the public hearing is closed. Administrator Roark reports that the Planning Commission heard the request and recommend approval.

Supervisor Bowen moves to approve the Juliana Hernandez request to replace the 1971 single-wide mobile home with a larger 1996 single-wide mobile home. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board receives the following Department reports:

1 - Highway Department: Due to illness no VDOT representation is in attendance

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on February 13, 2020; minutes of the regular meeting of the Nottoway County School Board meeting held on January 09, 2020, minutes of a Budget work session of the Nottoway County School Board held on January 24, 2020

3 - Health Department – Howard Nash, MD FCAP: No report provided

4 - Economic Development Committee: Administrator Roark informs the Committee will meet on Thursday, February 27, 2020

5 - Regional Jail Authority Report & Juvenile Detention Center: Virginia Department of Juvenile Justice Statewide Detention Facility Population, December 2019 Piedmont Regional Juvenile Detention Center Utilization Report, December 2019 Piedmont Regional Jail Authority Transportation Report, October – December 2019 Piedmont Regional Jail Authority Jurisdiction Report, December 2019 Piedmont Regional Jail Authority Revenue Report;

Administrator Roark reports that there were 589 inmates being housed at the Jail as of the recent Jail Board meeting.

6 – Landfill:

A – January 2020 Leachate Disposal Record; 91 Loads totaling 546,000 gallons

B – Letter – Virginia Department of Environmental Quality – Katy T. Dacey, Solid Waste Compliance Inspector: a compliance inspection was completed on November 19, 2019 at the Nottoway County Landfill (Solid Waste Permit {SWP} No. 304); the facility was evaluated for compliance with the Virginia Waste Management Act, Va. Code § 10.1-1400 *et seq.* (“Act”), the Virginia Solid Waste Management Regulations, 9 VAC 20-81-10 *et seq.* (“Regulations”) and SWP 304 and there were no violations found

C – Memorandum – Draper Aden Associates (DAA), Jeffrey C. Norman, Environmental Services Division: On January 15, 2020 DAA personnel, using an *Envision* gas analyzer, measured landfill gases in probes that are located within, and along the perimeter of, the facility; probe pressure and barometric pressure were also measured at each probe location, atmospheric pressure was recorded at the beginning and end of the monitoring event

The facility was found to be in compliance with Virginia Solid Waste Management Regulations as they pertain to the control of landfill gases at the facility boundaries and within facility structures.

D – Letter – Virginia Department of Environmental Quality (DEQ) – Shawn Weimer, Regional Land Protection Program Manager: DEQ received the required documents regarding the construction quality assurance for the construction of Cell 5 at the Nottoway County Landfill, Permit No. 304 and after review of these documents and a visual inspection conducted on December 10, 2019 authority is given to begin operating out of the cell

E – January 2020 Nottoway County Sanitary Landfill waste report; average of 61.14 tons of waste per day received

F – the Genito Road site improvements have been completed and that site is now manned and open for use

7 - Fort Pickett Redevelopment Authority: Administrator Roark reports that Building 408 is still in the process of being remodeled for use by the Southside Virginia Community College Foundation but is nearing completion

8 - Planning Commission Report: The Planning Commission met to hear the Hernandez special exception request, received a report from the Comprehensive Plan Committee, discussed the Comprehensive Plan and hope to soon have a draft copy available for the Board’s review, and they discussed Virginia General Assembly proposed zoning changes

The Board revisits the following old business:

1 – Appointment – Planning Commission: Supervisor Roark moves to appoint Jeff Lavelle to the Nottoway County Planning Commission. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board considers the following new business:

1 - Appropriation – LRA: The Board needs to appropriate \$24,500 received from the Southside Virginia Community College Foundation to offset the costs associated with the renovations of Building 408 in Pickett Park. Vice Chairman Vaughn moves to approve the appropriation. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

2 – Contract – Robinson, Farmer, Cox Associates – Taylor Stover, CPA, Director: Providing two options for the completion of the County's Central Services Cost Allocation Plan; a one-year contract for FY19 for \$4,500, and a 3-year contract for FY19 thru FY21 for \$12,000

Administrator Roark explains the purpose and benefit of a cost allocation plan. Vice Chairman Vaughn moves to approve the three-year contract for FY19 – FY21 at a cost of \$12,000. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Reports, requests, and recommendations of Constitutional Officers:

- 1 – Jane L. Brown, Clerk – not in attendance
- 2 – Robert L. Jones, Sheriff: nothing to report
- 3 – Ellen F. Myatt, Treasurer: not in attendance
- 4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance
- 5 – Leanne Watrouss, Commonwealth's Attorney: not in attendance

Chair Simmons presents the CONSENT CALENDAR:

1 – Budget Adjustment – Sheriff - \$618.39

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$618.39</u>
	(Social Services Fuel consumption)	<u>\$618.39</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$618.39</u>
		<u>\$618.39</u>

2 – Budget Adjustment – Sheriff - \$4,052.50

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$4,052.50</u>
	(VRSA Ins. Proceeds – Sheriff vehicle)	<u>\$4,052.50</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$4052.50</u>
		<u>\$4052.50</u>

Supervisor Bowen moves to approve the CONSENT CALENDAR as presented. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 - Letter – Piedmont Regional Jail Authority – James H. Davis, Superintendent: A letter has been sent to the Virginia Board of Corrections appealing recent stipulations placed on the Jail

2 – Letter – National Association of Counties (NACo) – Matt Chase, Executive Director/CEO: invitation to attend a first-ever summit for counties with defense installations in or near your jurisdiction on Tuesday, March 3, 2020 as part of our 2020 Legislative Conference in Washington, D.C.

3 – Letter – Trudy Berry, 1662 Bethel Church Road, Green Bay, VA 23942: asking that the Board pass a resolution requesting that the U.S. Congress pass a bill to amend the Waste Disposal Act to give State Governors the immediate authority to ban out-of-state trash

4 – Letter – James Kersey: asking that the Board pass a resolution requesting that the U.S. Congress pass a bill to amend the Waste Disposal Act to give State Governors the immediate authority to ban out-of-state trash

5 – Correspondence – Virginia Association of Counties: Partnering with Virginia Tech to offer the Virginia Certified County Supervisors' Program; an opportunity for county supervisors to learn how to more effectively and efficiently lead in their communities

6 – Letter – United States Department of Agriculture (USDA) – Scott C. Barras, State Director, USDA Wildlife Services – Virginia: Notification of registration period for anyone wishing to act under The Resident Canada Goose Nest and Egg Depredation Order issued by

7 – Notice of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file applications or petitions pursuant to § 56-585.1 A 6 of the Code of Virginia

8 – Letter - Virginia Department of Criminal Justice Services (DCJS) – Amia N. Barrows, Grant Monitoring and Team Supervisor: providing documents related to findings as a result of a recent on-site monitoring review, for DCJS Grant #20-G3162VW18, completed on December 20, 2019; there is additional information being requested from the Victim Witness Coordinator

9 – Letter – Barbara Speas, Cumberland, VA: asking the Board to reach out to State Delegates and Senators to introduce and support a bill to ban out-of-state trash and ask the Governor to sign the bill, keeping with the Virginia Department of Environmental Quality’s recommendation to “divert waste from landfills”

10 – Blackstone Volunteer Fire Department Incident Report for January 2020

11 – Correspondence – Tia L. Jacobs, State Outreach Associate, Mercatus Center at George Mason University: providing information relating to the US Department of Housing and Urban Development proposed rule changes

12 – Correspondence – Jon David Russell, Town Councilman – Culpeper Virginia: Asking the Board to join the efforts to stop the proposed General Assembly actions that would give unrestricted power to local governments to regulate and tax its citizens

13 – Mr. & Mrs. G. Bailey, Cumberland, VA: asking that the Board pass a resolution requesting that the U.S. Congress pass a bill to amend the Waste Disposal Act to give State Governors the immediate authority to ban out-of-state trash

14 – Letter – Virginia Department of Health, Office of Drinking Water, Jeffrey S. Wells, P.E., Field Director: Notice that the plans and specifications for a Waterworks Construction Permit for the Construction of the Dollar General, to be constructed on property at the intersection of Hwy 460/Rt. 153, are technically adequate and are approved

15 – Minutes of a Nottoway Planning Council meeting held on September 5, 2019, minutes of the Nottoway County Public Library Board of Trustees meeting held on January 15, 2020, minutes of the Piedmont Regional Jail Authority Board meeting held on December 18, 2019, minutes of the Piedmont Regional Juvenile Detention Center Commission meeting held on December 18, 2019, minutes of the Nottoway County Public Library Board of Trustees meeting held on December 18, 2019

16 – Correspondence – Virginia Department of Health (VDH) – M. Norman Oliver, MD, MA, State Health Commissioner: providing VDH actions related to the recent discovery/outbreak of the Coronavirus

Administrator Roark presents the following correspondence:

1 - Building Inspector’s Report: report period January 2020; Virginia Department of Environmental Quality, State Water Control Board, Certification as a Land Applier for Nottoway County Building Code Official Dean Lewis

2 - Animal Control Officer’s (ACO) Report: report period January 2020

3 - Erosion and Sedimentation Report: no report provided

4 - Dog Confinement: Administrator Roark asks the Board to set the annual dog confinement; the past years’ confinement has been during the months of April and May. Supervisor Roark makes a motion to set the 2020 dog confinement period as April and May. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

5 – Administrator Roark explains that the County received a check from the employees of Hensel-Phelps (FASTC contractor) in the amount of \$1,310 for the Nottoway Animal Shelter group Nottoway CARES; this will need to be appropriated to the Budget and then a check will be written to CARES. Vice Chairman made a motion to appropriate the \$1,310 donation and to then have a check issued to Nottoway CARES. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

6 – Administrator Roark informs that the County has a 1994 GMC Truck and a International waste hauling truck that are both inoperable and need to be declared surplus and offered for sale by sealed bid. Vice Chairman Vaughn makes a motion authorizing the sale of the two surplus vehicles. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

7 – Letter – Christy A. Hudson, Nottoway County Commissioner of the Revenue: The Office has a list of surplus electronics/equipment that need to be disposed of; Supervisor Roark makes a motion authorizing the disposal. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

8 – Virginia Association of County appointments: Supervisor Shekleton – Environmental and Agriculture Steering Committee, Vice Chairman Vaughn – Finance Steering Committee, Madam Chair Simmons – Health and Human Resources Committee

9 – Nottoway County Budget Committee schedule: the first meeting is scheduled for March 16, 2020 in the Health Department Conference Room, with the full Board, to hear budget requests; the Budget is anticipated to be adopted on April 23, 2020

10 – Letter – Power Home – Neneh Torrence, VA Permit Coordinator: Requesting a refund of a building permit fee paid of \$114.95; there was a planned install of solar panels at 1257 Tyler Road, Crewe that will not be completed. Vice Chairman Vaughn made a motion to refund Power Home 90% of the original fee paid. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

11 – Militia Muster Call to be held on March 14, 2020 at noon, on the grounds of Schwartz Tavern located in the Town of Blackstone at 111 Tavern Street

Administrator Roark provides the Board with the written report from County Attorney Preston Williams relating to militias. The letter provides the options the Board has; The Board can choose to take no action, the Board can choose to establish a militia or it can endorse or allow law abiding citizens to establish their own militia. Attorney Williams clarifies for everyone that should the Board choose to establish a militia, the Governor of Virginia has historically been the Superior leader.

Vice Chairman Vaughn asks Attorney Williams how much liability would the Board carry if it endorsed a militia. County Attorney suggests there could potentially be a high amount of liability.

Supervisor Roark suggests that the citizens have been given the opportunity to self-govern and they should take it; they don't need County approval. He asks that if someone chooses to continue and establish a militia, that they do so with the advice of the Sheriff. He adds that there would be repercussions for the entire Board no matter how they voted and could potentially divide the citizens. Supervisor Roark suggests that the Board take no action.

Supervisor Bowen acknowledges a point made by citizen speaker Stuart Cardwell; what is everyone really afraid of? He suggests that the Board doesn't take action.

Citizen Bill Outlaw, given the opportunity to comment from Madam Chair Simmons, encourages the Board to not rush to judgement; let everyone talk with Mr. Cardwell and other militia supporters.

Vice Chairman Vaughn makes a motion to take no action on a militia at this time. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

12 – Administrator Roark explains that he has secured the services of an appraiser for the Animal Shelter and was expecting to have the report back by this meeting; it isn't available yet so he will on this after it is received.

Administrator Roark provides an answer to a citizen question asked earlier in the meeting by Sonny Abbott as to whether there were any other sites considered; the answer is no. The architect was only given two sites and asked to make recommendation from those two. Mr. Abbott interjects that the County already owns property very close to the center of the County on Hwy 460; why wasn't this considered.

Administrator Roark will add this to the meeting agenda for the next meeting, to allow for further discussion.

13 – Administrator Roark reports on the recent presentation made by CJMW Architects on the Courthouse Complex Facilities Study; it is up to the Board how it wants to proceed

14 - Administrator Roark reports that he, along with Madam Chair and Supervisor Roark, recently met with representatives from Piedmont Senior Resources. He implies that the meeting went well and valuable information was discussed. They were informed that there is a cap on the number of people to be served under the current programs which was causing the reduced services for Nottoway County residents; not lack of funding from Nottoway County. Mr. Carter Harrison will make a presentation at the March work session.

Administrator Roark asks for a clear understanding on the purpose of the new regular work sessions; his understanding was to offer the Board a chance to review/discuss things that are to be brought to the Board at its regular meetings and allow the opportunity for presentations with the subject matter provided ahead of time. Madam Chair Simmons agrees with Administrator Roark on the purpose.

Administrator Roark informs that Gregory Robertson (militia) has asked to be on the March work session agenda along with Carter Harrison (Piedmont Senior Resources); additionally an insurance broker has requested to make a presentation to the Board on its health insurance programs. Supervisor Roark offers a correction; the insurance broker would like to make a presentation at the April work session.

Vice Chairman Vaughn acknowledges that if the Board continues to follow its normal policy of rotating Chairmanship; he will have served twice since District 5 Supervisor Noel Shekleton was appointed, and then later elected. He would like to yield to Supervisor Shekleton and have him appointed as Board Chair for 2021. The Board is in agreement to allow this.

Supervisor Bowen announces that the Virginia Association of Counties is trying to get a plan together to offer localities the same health insurance plans with better coverage and lower premiums. He explains that it is currently in the hands of the State Commission for an ethics review.

Supervisor Bowen reports on the recent Adhoc meeting that both he and Vice Chairman Vaughn attended; they met with representatives from the County's emergency services agencies. He expresses that it was productive and it is recommended that the Board take a step back and acknowledge the government's financial responsibility. Supervisor Bowen suggests scheduling a "round table" meeting with representatives from the Towns and discuss who funds what and how.

Supervisor Roark acknowledges citizen comments made earlier in the meeting concerning the Board's work sessions; he clarifies that representatives of Piedmont Senior Resources were asked if they would like to make their presentation during a work session or a regular meeting; Mr. Carter Harrison chose a work session.

Supervisor Roark also acknowledges comments related to the lack of questions from the Board at work session; he explains that the presentation made for the Space Utilization Study was just an informative session and that now the Board can begin to dive in and ask any questions. Lastly he clarifies that the Insurance Broker that asked to make a presentation chose the April 9, 2020 work session.

Supervisor Bowen interjects to clarify that the County department heads were involved in the research for the space utilization study.

Administrator Roark states that he has an issue that needs to be discuss in closed session. The Board enters closed session to discuss the possible sale of public property and a prospective industry under Code of Virginia § 2.2-3711 A 7, Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

The Board enters closed session at 8:06 p.m.

The Board returned to open session at 8:22 p.m.

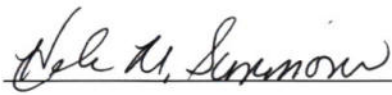
February 24, 2020

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
N. R. Shekleton	Absent
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons states there will be no action as a result of the closed session.

There being no further business to come before the Board, Supervisor Bowen moves to adjourn. The motion received a second from Supervisor Roark. Madam Chair Simmons adjourns the meeting at 8:22 p.m.



Chairman



Clerk

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 12TH DAY OF MARCH IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: NOEL R. SHEKLETON
PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the work session to order at 7:00 p.m.

Supervisor Steve Bowen provided the invocation.

Madam Chair Simmons states the purpose of the work session is to review and discuss upcoming content to come before the Board of Supervisors.

Presentation: Mr. Carter Harrison, Board member, Piedmont Senior Resources: Mr. Harrison explains what Piedmont Senior Resources is and the services it provides to the area's aged/aging community.

- Mold Testing – Commission of Revenue Building: Administrator Roark recently had Francisco's Restoration Services complete air quality testing in the COR building and there was no mold found in
- Notices of application for Dominion Energy, Virginia
- Budget Adjustment – Child Services Act - \$140.74
- Erroneous Assessment – Business License – Net 100, Ltd. - \$58.49
- February 2020 Nottoway County Landfill waste report; 51.42 tons received per day
- Building Inspector's Report – February 2020
- Letter – Town of Blackstone – Philip Vannoorbeeck, Manager: the Town will provide the information requested by the County before it deposits waste into the Landfill from the former Blackstone Intermediate School Buildings
- Animal Control Officer's Report – February 2020
- Letter – James W. Elliott, Attorney at Law: requesting reimbursement of \$433 for costs associated with delinquent tax collection
- Notice of application for Dominion Energy Virginia
- National Fish and Wildlife Foundation, in partnership with the U.S. Environmental Protection Agency and the federal-state Chesapeake Bay Program partnership, is soliciting proposals under the Chesapeake Bay Small Watershed Grants program – Administrator Roark informs that Nottoway isn't eligible for this
- Piedmont Regional Jail Authority reports

March 12, 2020

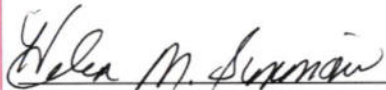
- Appointment is needed for Nottoway County Social Services Board; the term of Barbara Briggins will expire March 31, 2020 and she is willing to be reappointed
- Letter – Trudy Berry – seeking support for legislation to ban out-of-state trash
- Results of Landfill Groundwater Monitoring Program sampling event
- Petition(s) of Virginia Utility Protection Services, LLC
- Minutes of the Nottoway County Public Library Board of Trustees meeting held on January 15, 2020
- Nottoway Animal Shelter; proposal has been received
- Space Utilization Study
- Budget Work session Monday, March 16th

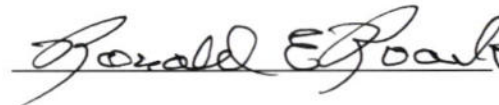
Administrator Roark informs that the Judges are requesting that both Courtrooms be thoroughly cleaned and sanitized after each session.

Administrator Roark explains that there are growing concerns from citizens about their safety and well-being amidst the coronavirus outbreak. He informs of correspondence/media reports that the Virginia Retirement System has financial concerns as it relates to the outbreak. He suggests to the Board that they should cancel the Budget work session that was scheduled for Monday, March 16, 2020. The Board agrees to do so.

Madam Chair Simmons asks if there are any other items anyone needs/wants to discuss.

There being no further business to come before the Board, the work session was adjourned at 8:03 p.m.

 _____ Chair

 _____ Clerk

Members of the Board:
Ralph Branch Chairman
Robert Wheeler Secretary
Carolyn A. Davis -- Vice Chair

Nottoway County Electoral Board

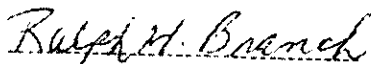
507 Miller St.
Burkeville, Va. 23922
434-767-2135 (Telephone)
434-767-2414
govote135@gmail.com

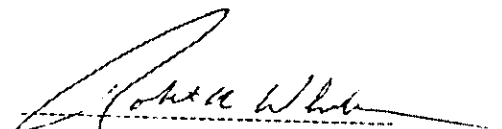
Director of Elections
Angela R Stewart
Assistants:
Sharon Hayes
Deborah Hathorn

March 10, 2020

1. Call to order
Ralph H. Branch, Chair called the meeting to order at 2PM on March 10, 2020, in the Electoral Board meeting room at 507 Miller St. Burkeville, Va. 23922.
2. Roll Call- Robert K. Wheeler, Secretary did a roll call and those present were Ralph Branch, Robert Wheeler and Carolyn Davis. No visitors were present.
3. Recap or reading of the minutes – Robert K. Wheeler read the minutes.
4. A re-organization of the board was conducted. By a vote of 3 to 3. All members will remain in their present positions.
5. Robert K. Wheeler requested that the video of setting of the voting machines be shown during each training meeting.
6. There being no further business the board adjourned at 3:07PM.

Minutes submitted by Robert K. Wheeler
Minutes approved by


Ralph H. Branch


Robert K. Wheeler


Carolyn A. Davis

AT A SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON TUESDAY, THE 31ST DAY OF MARCH IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT:

Madam Chair Simmons called the special meeting to order at 5:00 p.m.

Supervisor Bowen provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons states the purpose of the meeting is to handle the following business:

- 1 – To consider a Resolution of Memoriam
- 2 – To petition the Nottoway Circuit Court to issue a writ for a special election
- 3 – To confirm the declaration of disaster due to the coronavirus
- 4 – To discuss and possibly appoint an interim supervisor to represent District 5
- 5 – To discuss the procedure for future meetings during the Governor's coronavirus directive

1 - Resolution of Memoriam: Administrator Roark reads aloud a Resolution of Memoriam for recently deceased District 5 Board member Noel R. Shekleton. Supervisor Roark moved to adopt the Resolution; a second was received from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.C. Vaughn	Yes
S. W. Bowen	Yes
J. A. Roark	Yes
H.M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR RESOLUTION)

2 – Petition: Supervisor Vaughn moves to request County Attorney Preston Williams to petition the Circuit Court Judge for a writ of election following the passing of District 5 Supervisor Noel Shekleton. The motion receives a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.C. Vaughn	Yes
S. W. Bowen	Yes
J. A. Roark	Yes
H.M. Simmons	Yes

3 – Declaration of Disaster: Due to the occurrence of COVID-19 and the peril it has placed on County citizens, Madam Chair Simmons has declared a local emergency for Nottoway County and this action is required to be confirmed before the full Board. The Declaration denotes funds not to exceed \$10,000 (appropriated from the Board's discretionary fund) for use, if needed, to cover any reasonable operational costs of Emergency Management.

Supervisor Bowen moves to confirm the Nottoway County Declaration of Local Emergency. The motion receives a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.C. Vaughn	Yes
S. W. Bowen	Yes
J. A. Roark	Yes
H.M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR DECLARATION OF DISASTER)

4 - Vice Chairman Vaughn moves to appoint Lynn Shekleton as the interim District 5 Supervisor; to serve until such time as the Circuit Court Judge approves a Writ of Election and the election is held. Following remarks, the motion received a second from Supervisor Bowen. Supervisor Roark offers his thoughts on the potential appointee before a vote is called. The motion passed as follows after a roll call vote:

S.C. Vaughn	Yes
S. W. Bowen	Yes
J. A. Roark	Yes
H.M. Simmons	Yes

Administrator Roark informs that he received information from Mrs. Debra Crowder, South Central Workforce Investment Board, that Nottoway County has had 144 applications for unemployment benefits in the last month. He also informs everyone of a death from the COVID-19 in Amelia County.

Administrator Roark suggests the Board not hold an April work session and hold its April regular meeting in the General District Court; following the social distancing and 10-person protocol.

5 – Administrator Roark briefs everyone on how the County is continuing to operate during these difficult times; due to the required majority for a Planning Commission vote they are not moving forward with any applications as this time, the Board of Zoning Appeals will be handled case-by-case, the County Administrator's Office is operating normal hours with full staff but with limited public access, there has been no interruption in Landfill/waste collection operations; the Planning Council will not be meeting until after the restrictions are lifted and there are no animals currently in the Pound. The Officers will only be answering emergent calls; they will either stay at home or stay in the Shelter.

Administrator Roark informs everyone that Madam Chair Simmons is releasing updated public information via radio spot on the Blackstone and Crewe radio stations; every Tuesday and Thursday. Additionally he informs that County staff has reached out to a potential vendor that can provide equipment to live stream the Board's meetings and put it on the County's website also. He explains this may require the Board's authorization for additional money; only \$10,000 was appropriated as disaster funding. Supervisor Roark moves to authorize County staff to proceed with the project. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.C. Vaughn	Yes
S. W. Bowen	Yes
J. A. Roark	Yes
H.M. Simmons	Yes

Administrator Roark informs that Madam Chair Simmons will take the place of Supervisor Shekleton on the Budget Committee; and suggests that they meet Monday, April 06, 2020 at 4:00 PM in the County Administrator's Office.

The term of Barbara Briggins to the Nottoway County Department of Social Services (DSS) Board will soon expire; she is eligible for reappointment. Vice Chairman Vaughn makes a motion to reappoint Barbara Briggins to the DSS Board. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.C. Vaughn	Yes
S. W. Bowen	Yes
J. A. Roark	Yes
H.M. Simmons	Yes

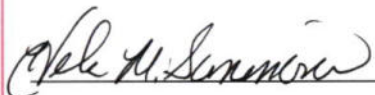
Madam Chair Simmons acknowledges that there is one more vacancy. Supervisor Bowen makes a motion to appoint Supervisor John Roark to the Nottoway County DSS Board. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

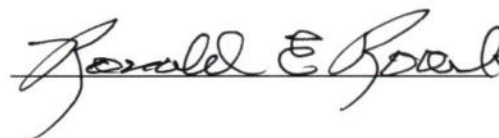
S.C. Vaughn	Yes
S. W. Bowen	Yes
J. A. Roark	Yes
H.M. Simmons	Yes

Supervisor Bowen asks if the County is good with the County Emergency Services agencies with relation to the Coronavirus. He suggests that the public doesn't understand that the local Government is not the lead agency on this issue; the Health Department is.

Supervisor Roark cites examples of the potential case growth and treatment needs associated with the COVID-19 pandemic. He suggests that because there is a private air strip in Crewe, there is a potential for the location to be commandeered for use as a "pop-up" treatment facility. Supervisor Roark offers his time and efforts to serve as the County's Emergency Services Manager if there is a need; especially anything that could potentially take the pressure and workload off of County staff.

There being no further business to come before the Board, Supervisor Bowen moves to adjourn. The motion received a second from Supervisor Roark. Madam Chair Simmons adjourns the special meeting at 5:35 p.m.

 _____ Chairman

 _____ Clerk

RESOLUTION IN MEMORIAM

WHEREAS, The County of Nottoway, Virginia, lost a valued citizen and leader on March 17, 2020, with the passing of Noel R. Shekleton, and,

WHEREAS, Noel Shekleton spent his lifetime in service to our country, as a Viet Nam Combat Medic veteran, our Southside Virginia Region as a Red Cross Disaster Services volunteer, our local community as a law enforcement officer, and Board member for the Nottoway County Social Services Board, and,

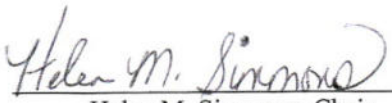
WHEREAS, Noel Shekleton capped off an illustrious career of public service as an elected member of the Nottoway County Board of Supervisors representing Election District 5 until his untimely death, and,

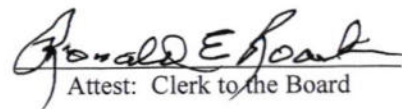
WHEREAS, Noel Shekleton always conducted himself in the most admirable manner with a wealth of compassion, an amiable personality, an abundance of common sense, an understanding of all issues, combined with humor and wit.

NOW, THEREFORE BE IT RESOLVED, that the Nottoway County Board of Supervisors recognizes the significant contributions of Noel R. Shekleton to the Nottoway County community over the course of his productive and service filled life, and

BE IT FURTHER RESOLVED, that the Nottoway County Board of Supervisors will forever be appreciative of his lifetime of public service to our county, our region, our Nottoway County and this Board of Supervisors.

Given this day, March 31, 2020.


Helen M. Simmons, Chair


Attest: Clerk to the Board

**NOTTOWAY COUNTY RESOLUTION FOR THE
DECLARATION OF A LOCAL EMERGENCY**

AT A SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY

COUNTY, VIRGINIA, HELD AT __, ON March 23

_____, 20 20 RESOLUTION _____ - _____

DECLARING A LOCAL EMERGENCY TO EXIST IN NOTTOWAY COUNTY, VIRGINIA

WHEREAS, the Board of Supervisors of the County of Nottoway, Virginia, does hereby find as follows:

1. That due to the occurrence of COVID-19, the County of Nottoway is facing a condition of extreme peril to the lives, safety and property of the residents of Nottoway County;
2. That as a result of this extreme peril, the proclamation of the existence of an emergency is necessary to permit the full powers of government to deal effectively with this condition of peril.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Board of Supervisors of the County of Nottoway, Virginia, that a local emergency now exists throughout the County of Nottoway; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of this emergency the powers, functions, and duties of the Director of Emergency Management and the Emergency Management organization and functions of the County of Nottoway shall be those prescribed by the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans of the County of Nottoway in order to mitigate the effects of said emergency.

In order to carry out the effect of this resolution, a sum of money, not to exceed \$ 10,000.00 _____, is hereby appropriated from the county's unappropriated fund balance (from the Board's Special Account fund) to cover the reasonable operational costs of Emergency Management pending further report to this Board and such additional appropriations as shall be deemed necessary to cover the expected scope of this emergency.

Declaration of Emergency by Helen Simmons, Chairman of the Board of Supervisors to be confirmed by full Board on Thursday, March 26, 2020.

Ronald E. Roark
County Administrator

**NOTTOWAY COUNTY RESOLUTION FOR THE
DECLARATION OF A LOCAL EMERGENCY**

Page 2

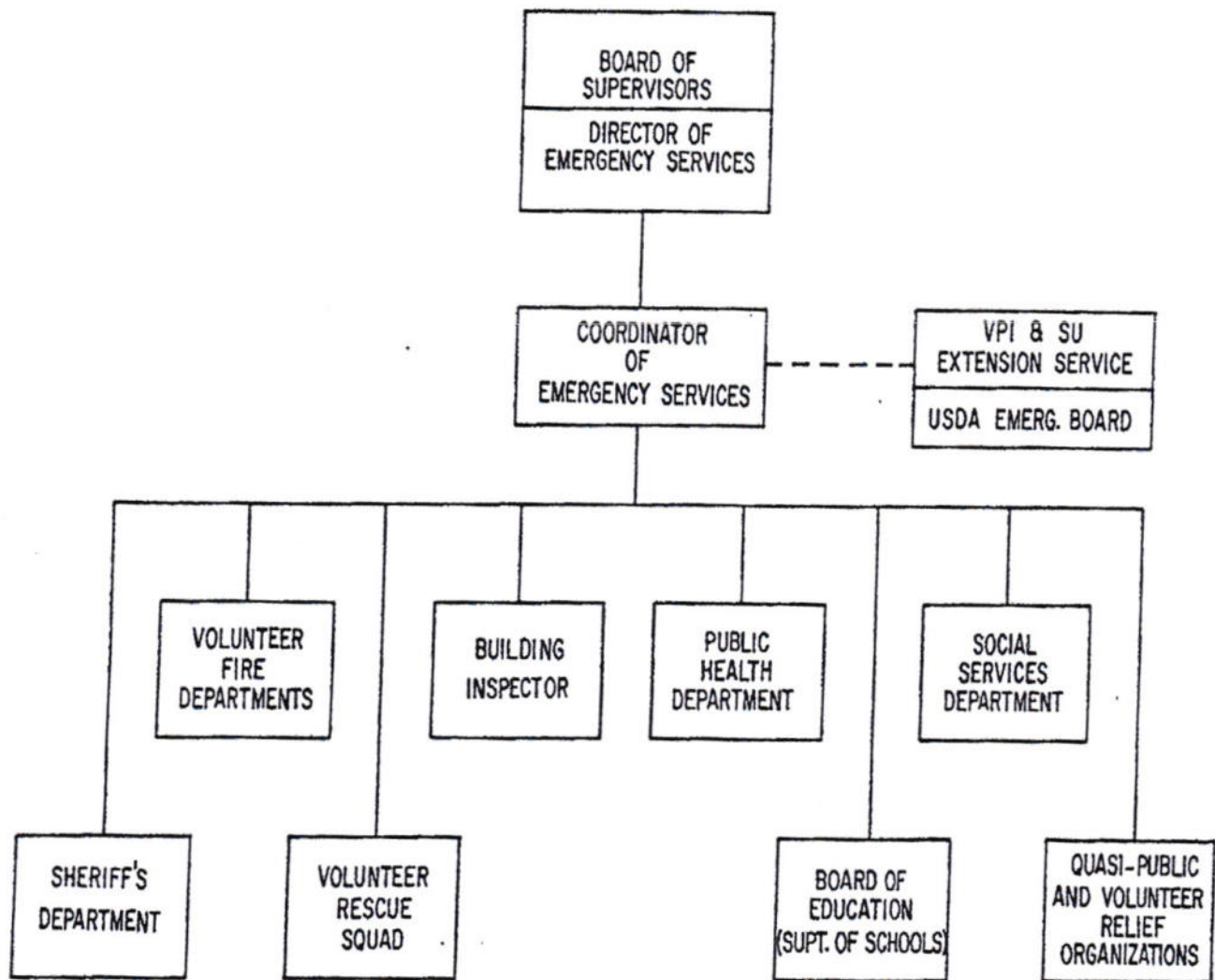
Dated: 3-23-20

Board of Supervisors, Nottoway County, VA

/ Hale M. Simmons

Attest: Ronald E. Gault
Clerk, Board of Supervisors
County of Nottoway,
Commonwealth of Virginia

Appendix 10 - ORGANIZATION CHART





Nottoway County
Board of Supervisors

AGENDA

March 19, 2020

7:00 p.m.

A. CALL TO ORDER

Mrs. Simmons, Chair

INVOCATION

PLEDGE OF ALLEGIANCE

Mrs. Simmons, Chair

B. APPROVAL OF AGENDA

Mrs. Simmons, Chair

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. FASTC - Postponed due to coronavirus

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
2. School Board
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center
6. Landfill Report

A. Monthly Waste Report
B. Groundwater Monitoring

7. Fort Pickett Redevelopment Authority
8. Planning Commission Report - Mr. Roark

G. UNFINISHED BUSINESS

H. NEW BUSINESS

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Appointment - Social Services Board
1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Budget Adjustment - CSA \$140.74
2. Erroneous Assessment - Net100, Ltd. \$58.49

K. INFORMATION ITEMS

1. Notice - Dominion Energy
2. COVID-19 Information
3. Chesapeake Bay Watershed Grants
4. Notice - State Corporation Commission
5. Letter - Trudy Berry
6. Letter - VA811.com
7. Minutes

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report
2. Animal Control Officer's Report
3. E & S Report
4. Test for Mold
Commissioner of the Revenue's Office

5. Delinquent Tax Collection

6. Space Utilization Study

Closed Session to Discuss the Possible Purchase of
Property - Section 2.2-3711-A-3

**M. COMMUNICATIONS, INSTRUCTIONS OF
MEMBERS OF THE BOARD**

Mr. Vaughn

Mr. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

OFFICE OF
THE BOARD OF SUPERVISORS
NOTTOWAY COUNTY



P. O. BOX 92
344 W. COURTHOUSE RD.
NOTTOWAY, VIRGINIA 23955
TELEPHONE (434) 645-8696
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SUPERVISORS

HELEN M. SIMMONS, CHAIR
DISTRICT 3
SHERMAN C. VAUGHN, VICE CHAIRMAN
DISTRICT 4
LYNN K. SHEKLETON
DISTRICT 5
STEVE W. BOWEN
DISTRICT 1
JOHN A. ROARK
DISTRICT 2

ADMINISTRATOR
RONALD E. ROARK

ASSISTANT ADMINISTRATOR
JOHN N. PROSISE

FINANCE DIRECTOR
KATY J. TOMER

BUILDING & CODE OFFICIAL
DEAN S. LEWIS

To: Members of the Board of Supervisors

From: Ronald E. Roark, County Administrator

Date: April 2, 2020

Re: Revised Committee Appointments - 2020

Mrs. Simmons, Chair of the Board of Supervisors, has revised the committee assignments for calendar year 2020.

These committees are to study issues and make recommendations to the Board as required by the Rules of Procedure.

Budget/Education	Sherman Vaughn, Chairman Helen Simmons
Personnel	John Roark, Chairman Lynn Shekleton
Courthouse/Landfill	Steve Bowen, Chairman Lynn Shekleton
Zoning	Sherman Vaughn, Chairman John Roark
E-911	Sherman Vaughn, Chairman Steve Bowen
Transportation/Business	John Roark, Chairman Lynn Shekleton

AT A SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 07TH DAY OF MAY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT:

Madam Chair Simmons called the special meeting to order at 7:00 p.m.

Supervisor Bowen provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Administrator Roark informs of current Census self-response rates; Virginia – 61%, Nottoway County – 50.7%, Blackstone – 61%, Burkeville – 33.6%, Crewe – 50.1%.

Administrator Roark reports he was contacted this day by Virginia Department of Emergency Services informing they have been contacted Piedmont Geriatric Hospital to provide on-site personal protective equipment (PPE) training; they will be sending members of the Virginia Army National Guard to complete the requested training.

Madam Chair Simmons states the purpose of the meeting is to handle the following business:

1 – Public Hearing: Consider an Ordinance instituting emergency procedures to ensure continuity of County Government in response to the COVID-19 Disaster

Administrator Roark announces that this is being requested by the School Board.

Madam Chair Simmons asks if there is anyone wishing to comment on the proposed Ordinance, either for or against:

Supervisor Roark expresses concern for verbiage included in the Ordinance; specifically page 2, section 1 B: The County Administrator is authorized to take actions objectively reasonable and necessary in the public health interest to alter schedules, arrange for alternative procedures consistent with this. He feels that this may be giving more authority to the County Staff than the citizens.

Administrator Roark explains that part of Supervisor Roark's concern are related to items that have a time limit on them to complete actions such as cases to be brought before the County Planning Commission.

Dr. Tameisha Grimes, Superintendent of Nottoway County Public Schools explains the reasons for the Schools' request; implying that there are routine business items that are time sensitive to the Schools and they currently can't be handled due to the Governor's Declaration of Emergency and social distancing requirements.

Supervisor Bowen asks for clarification from Superintendent Grimes that even with the approval of this Ordinance, the School Board can only meet if it is directly related to COVID19. She clarifies it is the opposite; this would eliminate that current restriction and allow the Board to meet for other routine reasons.

Supervisor Shekleton asks for clarification that the Board of Supervisors is authorized to take action on behalf of other Governing Bodies in the County. Administrator Roark confirms this is correct. He additionally explains that this Ordinance will allow the School Board members to meet remotely if needed.

Vice Chairman Vaughn makes a motion to approve the Ordinance. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	No
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR ORDINANCE)

2 – Public Hearing: Proposed Budget 2020-2021: Public Hearing on the Budget proposed for the Fiscal Year beginning July 01, 2020 and setting the Levy; proposed balanced Budget totaling \$37,457,693

Administrator Roark reads aloud the proposed levies:

\$0.48 per hundred (100) valuation - Real Estate Tax rate
\$0.48 per hundred (100) valuation – Mobile Homes
\$3.75 per hundred (100) valuation - Personal Property Tax rate
\$1.35 per hundred (100) valuation – Machinery & Tools
\$0.00 – Merchants Capital
\$0.00 – Farm Machinery & Implements
\$2.35 per hundred (100) valuation – Vehicles-Handicapped Equipped
\$1.00 per hundred (100) valuation - Aircraft
\$1.00 per hundred (100) valuation on one vehicle – Emergency Service Volunteer

Administrator Roark clarifies that the Board cannot take action on the proposed Budget for a minimum of seven (7) days; he will be placing in on the May 21, 2020 meeting agenda. Supervisor Bowen asks if the Board is allowed to hold a work session between the night's hearing and the adoption, should they choose to as a result of public comments. He assures they can do that, however in past years the public comments are reviewed by the Budget Committee before adoption.

Madam Chairman Simmons asks if there is anyone present wishing to comment on the Proposed Budget for Fiscal Year beginning July 01, 2020:

1 – E.B. Fisher, Captain – Nottoway County Emergency Squad (NCES): He reports that they have had to bring on additional paid staff due to volunteer shortage; he additionally reports that contracting with FASTC has been the best thing the NCES ever did. This has allowed for additional revenue for NCES but not enough to sustain the level of service that is required; the current year's operations will reach nearly \$1.5 million. He explains that the current funding will not allow for stable patient care and equipment replacement cycles; thereby if the County could provide \$150,000 annual funding for the next several years NCES can begin to become more profitable and in turn require less funding from the County

2 – Brandon Jenkins - Member of Nottoway County Emergency Squad (NCES): acknowledges the vital decisions the Board are tasked with but after joining NCES in 2019 he is surprised to see the lack of funding for County Emergency Services agencies. He explains that while they are netting \$8,000 per month additional from the FASTC contract; it isn't enough. He suggests that the Board use the funding that is being saved by not reducing the County's Real Estate & Personal Property tax rates to assist the agencies in need

3 – Dr. Grimes – Superintendent – Nottoway County Public Schools: States that while she has only been in her position for nearly one year, she believes in doing the right thing the right way. She explains that she was tasked to present a budget that represents the actual needs of the School System; and suggests that she is surprised at what the School System has managed to accomplish with inadequate staff. She continues by acknowledging the shock that many experienced after the announcement that the School Board was requesting in excess of \$1 million additional local funding. She explains that the main component of the requested increase is for staffing needs; specifically Assistant Principals for the School that don't currently have one (NHS currently does) and School Counseling Registrars. She implies that she will understand if the new positions (additional local funding) aren't funded but the School Board will be requesting them each year so long as they are a need of the Schools

4 - Sonny Abbott: provides viable ways for the County to utilize the savings of maintaining the current tax rate; additional funding for fire & rescue, additional funding for Piedmont Senior Resources, educational incentives for its employees, additional funding for the Sheriff to allow for two new deputy positions, and maintain the remainder as a means to fund School Resource Officers, should the County/Schools win the grant award. Mr. Abbott also suggests the County use its own property as a future site for the Nottoway Animal Shelter.

5 – John Schutt, Chief of the Burkeville Volunteer Fire Department: states he isn't there to ask for money because he doesn't yet know how much he will need, but he does suggest that while the current funding distribution has worked in the past it is no longer sufficient. Chief Schutt states that he is in favor of a Fire & EMS Study; a suggestion made recently. He reports that his Agency's revenue has dropped by one third; and lastly reminds that the County does not have its own fire & rescue agencies, it has a large group of volunteers that provide the services.

6 – Brian Welch – Volunteer for Burkeville Fire/Rescue: express that their agency is ridiculously underfunded and provided call statistics to support this; four providers have already run over one hundred calls this year. Additionally he urges funding for two extra deputies. Lastly he recommends that if additional funding is approved for all of the County's emergency services agencies, the County should require each agency to provide documentation/budget justification

7 – Daphne Norton, Member of Citizens for a Better Nottoway: explains of an informal poll recently completed that reflects a general census that County taxpayers unanimously want the county to maintain the current real estate and personal property tax rates and to utilize those savings for Fire & Rescue and Law Enforcement. She urges the Board to provide the funding assistance they all need. Lastly she implies that the public isn't aware of all of the sources of the County's revenue

8 – Susan Yeatts: expresses she doesn't feel the Board's passion is the same as the citizen's passion, suggesting that the Board of Supervisors' number one job is to oversee the safety and concern of its citizens yet at recent work sessions relating to the proposed FY21 Budget the citizens have not been allowed to share their thoughts/wishes. She clarifies that when she expresses concerns for the County's action, or lack thereof, she is directly referring to the five Board members and Administrator Roark; no other County staff.

Madam Chair Simmons reads aloud written or emailed correspondence from the following citizens concerning the proposed Budget;

1 – Devin Foster, Lieutenant/Chaplain for Blackstone Volunteer Fire department: supports sustaining current tax rates

2- G. Allen Queen: responsibility of Government is the safety of its citizens, true leader leads from the front and leads by example

3 – Chrysten Hardy – supports increased funding for emergency services

- 4 – Lee Williams – non-resident but County property owner: supports initiative to increase funding for emergency services suggesting the County lags behind most all other localities; feels that due to its strong financial stability the County should be able to adequately fund its emergency services
- 5 – Debbie Welch: supports additional funding for emergency services; suggests that volunteer numbers will continue to decrease; additionally supports the need for two additional deputies
- 6 – Brian Welch: supports increased funding for emergency services and two additional deputies; suggests the additional funds won't fix all problems but will certainly help
- 7 – Brenda Payne: supports an increase in funding for EMS, two additional deputies
- 8 – Ray Armes: supports sustaining current tax rates; suggests the County needs to be proactive and not reactive
- 9 – Michael Smith: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies
- 10 – Tuckie Kile: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies
- 11 – Robert McWilliams: requests increase in funding for emergency services without an increase in tax rates
- 12 – Thomas Reynolds: sustain tax levies and fund additional deputies due to increase crime rates; suggests if the County wants to help its citizen it should petition the state to refund 2019 taxes paid to its senior citizens and those on Disability
- 13 – Sandra D Leonard: supports providing additional funding for emergency services
- 14 – Barbara Morris: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies
- 15 – Laurie King: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies
- 16 – Donnie Edgerton: supports an increase in funding for Emergency Services and two additional deputies
- 17 – William Crowder: requests increase in funding for emergency services without an increase in tax rates
- 18 – Robert Oakes: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies
- 19 – Melanie Armes: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies
- 20 – Phil Miscovic: expresses appreciation for the Board's forward thinking leadership during budget preparations but urges not to reduce the tax rates as only the wealthy will benefit; additionally supports providing additional funding for emergency services and fund two deputies as every citizen will benefit from this
- 21 – Nicole Martin: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies
- 22 – Lynne Inge: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies

23 – Linda Armes: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies

24 – Sylvia Schutt: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies

25 – John Schutt: supports efforts for improving the Fire & Rescue, provides a model on associated costs

26 – Joyce Daniel: supports sustaining the current tax rates suggesting that it is not a smart move right now; states the County should protect its financial stability due to the uncertain impacts of COVID19; wasn't aware of lack of 24 hour law enforcement coverage

27 – Sharron Harrup: supports whatever measures are required to provide the citizens with 24 hour law enforcement coverage; suggests it is difficult not to support a reduction in the tax rate but now is not the right time; suggests the County use some of its savings to fully fund STEPS

28 – Melissa Bradley: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies

29 – Dr. Daniel Grounard: suggests that the proposed tax rate reduction proves that the County is lacking in its abilities to handle a crisis like COVID19; supports sustaining the current tax rates and providing additional funding for both emergency services and law enforcement; urges that the County should use funds to enhance broadband capabilities in the County; lastly suggests Administrator Roark should step down

30 – Ben Haug: suggests to increase the current tax rate by one cent and provide additional funding for Fire & Rescue according to respective call volumes; states the County can't afford to replace the volunteers should this system fail; urges to support the Sheriff and all of his staff (Dispatch) – not just the law enforcement Officers

31 – Barbara Ashmore: suggests that Animal Control needs additional funding as well as supports providing additional funding for emergency services and law enforcement

32 – Nancy Moody: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies; suggests the County should put more funding into economic development

33 – Richard Keller: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies

34 – Kathie Kingery: supports funding for emergency services, requests the Board should replace Administrator Roark

35 – Susan Schutt: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies

36 – Frank Midkiff: supports an increase in funding for emergency services and law enforcement without an increase in tax rates

37 – Dot Lawson: requests increase in funding for emergency services and law enforcement without an increase in tax rates

38 – Roger Reynolds: suggests the citizens won't take no for an answer any longer, the volunteers shouldn't have to focus so much time on fundraising; it is time for the County to take action

39 – Sabrina King: supports an increase in funding for emergency services and law enforcement without an increase in tax rates

40 – Tim Haug: suggests some good has come from Emergency Services Association meetings over the years but the story is always the same from the County that no funding is available without raising taxes or imposing a new tax; urges a county Emergency Services Coordinator is needed and very evident during the current pandemic; suggests the County shouldn't reduce the tax rates to make itself look good

41 – Betty Cook – states that she has recently made attempts to communicate, to no avail, with both Supervisor Bowen and Administrator Roark; suggests now is not the time to be noble and reduce the tax rates; suggests that residents of Crewe and Burkeville are not reaping the same benefits as those in Blackstone; suggests the County's Department of Social Services is not offering assistance to its citizens in need and the County's budget funds are not being used for things that can help in the right way

42 – Kim Castle: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies

43 – Tony Bradford: Suggests the Town Police Departments have been very helpful in assisting Nottoway County Sheriff's Office and the County has been getting a free ride; it's time to step up - supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies

44 – Grace Seymour: supports sustaining the current tax rates and urges to find a way to provide additional funding for emergency services and law enforcement; suggests that local Churches should consider a portion of its Mission Funds to assist with services provided by Piedmont Senior Resources

45 – Shelly Watts: suggests there is a definite need for more deputies as there is very limited coverage in the Burkeville area

46 – Jessica Faas: suggests that temporarily reducing the tax rates will cause more hurt than benefits and that it could potentially cause a false sense of security to some; further suggests that so much more can be done for the County (particularly law enforcement and emergency services) if the current tax rates are sustained

47 – Aaron Myers: supports sustaining the current tax rates and provide additional funding for emergency services; expresses concern for the lack of a County emergency plan

48 – Teresa Keller: supports sustaining the current tax rates; provide additional funding for emergency services and fund two deputies

49 – Carrie Park: as a former police officer for the Town of Crewe she has witnessed firsthand how underfunded the County's emergency services (EMS) agencies and law enforcement agencies are; suggests that they all need everything they say they need; suggests not to wait for a catastrophe to efficiently fund these agencies as they can't survive on care and volunteerism alone

50 – Betty Burgess: suggests the County should increase its support for the Nottoway Sheriff's Office by funding the two new deputies with no tax increase for the citizens

51 – Kay Fuller: suggests that the County's volunteers keep its emergency services agencies going and funding should be increased for them; funding should also be provided for the two additional deputies with no tax increase

52 – Samantha Roark: suggests the County's agencies are facing dire times and their services provided are based on funding – the pandemic has halted their ability for fundraising; suggests that the County citizens rely on emergency services and these agencies rely on the County

53 – Todd Pridgen: suggests it is time for the County to support its first responders and urges that the County's large amount of reserve funds does no good at all for its citizens if there is no forward progress; suggests the County should pursue gas taps from the proposed pipeline install, questions the lack of a Nottoway recreation program, and urges they should maximize the prison workforce in the community

54 – Joanie Palmore: supports sustaining the current tax rates; provide additional funding for emergency services

55 – Christy Hudson – Nottoway County Commissioner of the Revenue: requests the Board reconsider the funding increase she requested to increase the salary for her two staff members as the State doesn't have funding enough to support all of the certified Deputies; reports that a salary study was completed with localities of similar population range and provides relevant data; explains that the state approved a 9.3% raise for the Commissioners but not their Deputies yet they are expected to continue their education

56 – Dion Tomer, Chief – Blackstone Volunteer Fire Department: provides funding comparison for all Nottoway emergency services agencies; asks that the County direct its focus on a viable plan to maintain its Emergency Services agencies before it is too late; fundraising contributions are down 85% since the start of the "Pandemic"

57 – Toni Seymour: suggests the County's citizens rely on the Board to make the right decisions for them; supports sustaining the current tax rates; provide additional funding for emergency services

Supervisor Bowen expresses appreciation to Schools' Superintendent Dr. Grimes for the explanation she provided earlier concerning the need for Assistant Principals for all schools. Additionally asks for clarification on education incentives for School employees when a Master's Degree is obtained; they get a \$2000 stipend as long as it is obtained from an accredited University

Supervisor Bowen acknowledges that the County has a retention problem with its employees; the Board needs to consider updating its policies and procedures for such. Additionally he seeks similar clarification from Sheriff Robert Jones on training stipends received by the Deputies; once the Officers complete the academy during their first year as well as a six-month probationary period they are given a 9% raise

Administrator Roark informs that he did respond to correspondence from Mrs. Betty Cook (comments read from her earlier indicated otherwise) and that he has since received additional communication from her.

Supervisor Roark, for the purpose of transparency, announces that he did have one citizen (that did not submit his support in writing) express support for the proposed tax rate reduction. Additionally he directs his comments to Schools' Superintendent Dr. Grimes choosing to express his reasons for voting no against the Ordinance earlier in the meeting; the verbiage used was too wide and appeared to give too much authority to the Staff.

Supervisor Roark continued by seeking clarification from Dr. Grimes as to whether the Schools qualified for Assistant Principals by the State. Dr. Grimes, providing yes and no as the answer, offers a brief explanation of how funding from the State Department of Education is originated, dispersed and regulated. She explains that a majority of State funds come with parameters, mostly by the Standards of Quality. She explains that the State's population minimum for funding for an Assistant Principal is 400; but urges this does not mean a school with fewer students shouldn't have them.

Dr. Grimes explains that she wants to frequently meet with the Board of Supervisors; not just at Budget time when the School Board is asking for money. She offers that the current pandemic could potentially increase school population numbers for next school year; as opposed to the expected and reported decline.

May 07, 2020

It is the consensus of the Board to have a work session with the entire Board during the upcoming week; prior to the scheduled adoption of the Budget. The Board will just stick with its already established work session scheduled for Thursday, May 14, 2020 at 7:00 PM in the General District Courtroom.

There being no further business to come before the Board Supervisor Bowen makes a motion to adjourn the special meeting until Thursday, May 14, 2020. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair adjourned the special meeting at 9:19 PM:

H. M. Simmons Chair Ronald E Roark Clerk

AT THE SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 7th DAY OF MAY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN SIMMONS, CHAIRMAN
SHERMAN VAUGHN, VICE CHAIRMAN
LYNN SHEKLETON
STEVE BOWEN
JOHN ROARK
RONALD E. ROARK, CLERK

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NOTTOWAY, VIRGINIA, INSTITUTING EMERGENCY PROCEDURES TO ENSURE CONTINUITY OF COUNTY GOVERNMENT IN RESPONSE TO COVID-19 DISASTER.

WHEREAS, on January 31, 2020, the United States Health and Human Services Secretary declared a public health emergency for the entire United States to aid the healthcare community in responding to the novel coronavirus or "COVID-19"; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 outbreak a pandemic; and

WHEREAS, on March 12, 2020, by Executive Order No. 51, Governor Ralph S. Northam declared a state of emergency in the Commonwealth of Virginia due to the spread of the COVID-19 virus, and declared the anticipated effects of COVID-19 to be a disaster within the meaning of Virginia Code Section 44-146.16; and

WHEREAS, on March 13, 2020, the President of the United States found and proclaimed that the COVID-19 outbreak in the United States constitutes a national emergency, beginning March 1, 2020; and

WHEREAS, on March 21, 2020, the County of Nottoway's Director of Emergency Management issued, pursuant to Virginia Code Section 44-146.14, a Declaration of Emergency in the County of Nottoway due to the spread of COVID-19; and

WHEREAS, the Board of Supervisors confirmed or ratified the local Declaration of Emergency on March 31, 2020, and it continues in effect; and

WHEREAS, on March 17, 2020, Governor Northam, jointly with the Virginia State Health Commissioner, declared a continuing public health emergency in Virginia resulting from the spread of COVID-19 virus, and imposed stringent measures to combat the spread of COVID-19, including restricting the number of persons permitted to gather in certain public spaces to 10 persons or less; and

WHEREAS, the Board of Supervisors understands and acknowledges that the public health threat posed by COVID-19 constitutes a real and substantial danger to persons in the County of Nottoway; that the limitations on physical assembly of persons are urgently necessary to protect the public health; and that the Board of Supervisors and other Nottoway County boards, commissions and public bodies must conduct themselves accordingly; and

WHEREAS, compliance with the limitations on physical assembly occasioned by the COVID-19 public health crisis makes it difficult or impossible for the Board of Supervisors and other public bodies to safely physically assemble to conduct meetings and hold public hearings in accordance with ordinarily applicable procedures; and

WHEREAS, Virginia Code Section 44-146.21 provides that a local director of emergency management or any member of a governing body in the absence of the director may upon the declaration of a local emergency "proceed without regard to time-consuming procedures and formalities prescribed by law (except mandatory constitutional requirements) pertaining to the performance of public work"; and

WHEREAS, Virginia Code Section 15.2-1413 authorizes any locality, by ordinance, to provide for methods to assure continuity in its government in the event of a disaster such as that created by the spread of COVID-19.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of the County of Nottoway, Virginia:

1. That, in accordance with Virginia Code Section 15.2-1413, the following emergency procedures are hereby instituted to ensure continuity of government during the pendency of the COVID-19 disaster:
 - a. Any process, procedure, matter or transaction which typically allows for the physical presence of the public in a County building that has been declared or in the future is declared to be closed to the public during the pendency of the Emergency Declaration is hereby suspended unless conducted in accordance with this ordinance or other provision of law.
 - b. The County Administrator is authorized to take actions objectively reasonable and necessary in the public health interest to alter schedules, arrange for alternative procedures consistent with this ordinance, provide programming, pay bills, engage contractors, hire employees, adjust administrative processes and procedures to address the disaster, all in keeping with the U.S. Centers for Disease Control and Virginia Department of Health guidance/directives, and consistent with State and Local Declarations of Emergency.
 - c. Agenda items scheduled or proposed to be considered by the Board of Supervisors and other Nottoway County boards, commissions and authorities, for the duration of the local emergency declaration but not to exceed six (6) months, are deemed continued and extensions therefor are hereby ordered if the body does not take action on the item during that time, including those items for which applicable law requires an affirmative action to be taken within a particular time and failure to act is deemed approval.
 - d. Meetings of the Board of Supervisors and other Nottoway County boards, authorities, committees and commissions may be held through electronic communication means without a quorum of members physically present in a single location, in accordance with the provisions of Virginia Code Section 2.2-3708.2(A)(3), including the public notice requirements, and at such a meeting held through electronic communication means may consider any item of business deemed essential by the Board of Supervisors to the continuity of government or to address the emergency. For meetings held electronically, pursuant to Virginia Code Section 2.2-3708.2(A)(1) and (A)(2), any matters which may properly come before the body may be considered.
 - e. Such meetings may be held without permitting members of the public to be physically present in a single location or in the same physical location as any of the public body members, so long as alternative arrangements for public access to such meetings are made. Such alternative public access may be electronic, including but not limited to audio, telephonic, or video broadcast.
 - f. For any matter considered by the Board of Supervisors or other County public body during the pendency of the local emergency and requiring open doors, public attendance or public participation by law, such attendance or participation may be allowed by electronic, telephonic, and/or written means by the body, which may meet electronically or in person or in some combination thereof as circumstances may permit.
 - g. For any matter considered also requiring public comment or hearing, such will be allowed, solicited or received by the body by electronic, telephonic, and/or written means prior to the vote on such matter. All such comments will be heard by or provided to the members of the body and made a part of the record of such meeting.
2. That the provisions in Section 1 of this ordinance shall be in effect until repealed by this Board or for a period not exceeding six months from the declaration of the local

emergency. Upon repeal or expiration of this ordinance, the matters referenced herein shall resume operation in accordance with normal practices and procedures.

3. This ordinance shall be effective upon adoption.

Done this 7th day of May, 2020 by a vote of 5 in favor and 0 opposed.

BY: Helen M. Simmons
Helen M. Simmons, Chairperson

Attest:

Ronald E. Roark
Ronald E. Roark, Clerk



Nottoway County
Board of Supervisors

AGENDA

May 21, 2020

7:00 p.m.

A. CALL TO ORDER

Mrs. Simmons, Chair

INVOCATION

PLEDGE OF ALLEGIANCE

Mrs. Simmons, Chair

B. APPROVAL OF AGENDA

Mrs. Simmons, Chair

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
 - A. Monthly Report
 - B. Letter - Addition to 6-Year Plan
2. School Board
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center

6. Landfill Report
 - A. Monthly Waste Report
 - B. Groundwater Monitoring
 - C. Inspection
 - D. Letter - Mr. Fitzwater
 - E. Training Certificate - Quarles
 - F. Annual Report Review
 - G. Draper Aden's Response
 - H. Cell 5 Maintenance
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report - Mr. Roark

G. UNFINISHED BUSINESS

1. Intermediate School Buildings
Town of Blackstone
2. Adoption of 2020-21 Budget

H. NEW BUSINESS

1. Appropriation - Cost Allocation Report
2. Appropriation - Fire Programs
3. Memorandum of Understanding - Marine Corps
4. Appointment -
Southside Virginia Community College
5. Williamson - Term on Planning Commission
Expired March 2020
6. JoAnn Branch - Completed Payment of
District 1 Housing Grant
7. Contract - AT&T
8. Letter - Mayor, Town of Crewe
9. Proposal - Solar Farms
10. Appropriation - CARES

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Jane Brown, Clerk

2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Budget Adjustment - CSA \$140.74
2. Erroneous Assessment - Net100, Ltd. \$58.49
3. Erroneous Assessment - Mary F. Lewis \$51.84
4. Budget Adjustment - Sheriff \$5147.50
5. Appropriation - CSA State Funds
6. Erroneous Assessment - Schalizki \$131.81
7. Budget Adjustment - Sheriff \$2954.10
8. Budget Adjustment - Sheriff \$2547.90
9. Budget Adjustment - Library \$847.00
10. Budget Adjustment - Treasurer \$2500.00
11. Appropriation - Circuit Court Clerk \$4350.74
New state monies

K. INFORMATION ITEMS

1. Notice - Dominion Energy
2. Letter - Attorney General
3. Chesapeake Bay Watershed Grants
4. Notice - State Corporation Commission
5. Letter - Trudy Berry
6. Letter - VA811.com
7. Minutes
8. Notice - Dominion Energy

9. Letter - Linda Washington
10. Letter - Health Department
11. Report - PSR
12. Notice - DEQ
13. Blackstone Fire Department Report

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report
2. Animal Control Officer's Report
3. E & S Report
4. Test for Mold
Commissioner of the Revenue's Office
5. Delinquent Tax Collection Statements
6. Writ of Election
7. Surplus Equipment
Commissioner of the Revenue's Office
8. GIS - Sign Maintenance
9. Request - Sheriff

**M. COMMUNICATIONS, INSTRUCTIONS OF
MEMBERS OF THE BOARD**

Mr. Vaughn

Mr. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

May 21, 2020

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 21ST DAY OF MAY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Supervisor Bowen explains that he was supposed to host a group of representatives from the Virginia Association of Counties in May; due to COVID19 this event had to be cancelled. He further explains that he had purchased items for each participant, to include a Nottoway County personalized fishing bobber. He presents Vice Chairman Vaughn with one of the bobbers in appreciation for his efforts so long ago when he was first trying to get elected.

Supervisor Bowen provided the invocation. Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons informs all that this will be the first official meeting being live hosted for the public.

Madam Chair Simmons asks if there are any additional items that need to be placed on the agenda for the night's meeting. Hearing none Supervisor Bowen makes a motion to approve the agenda. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The minutes of the January 09, 2020 work session, the February 13, 2020 work session, the February 24, 2020 regular Board meeting, the March 12, 2020 work session, and the March 31, 2020 special call meeting were presented. Vice Chairman Vaughn moves to receive and adopt the January 09, 2020, February 13, 2020, February 24, 2020, March 12, 2020 and the March 31, 2020 minutes as presented. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Abstain
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks if there are any delegations from the public:

Susan Yeatts: Mrs. Yeatts explains that she is making one last plea for increased funding for Piedmont Senior Resources. She implies that the Board led citizens to believe that Judge Royall was only asking for \$5,000; her letter actually asks for "at a minimum" this amount.

The Board receives the following Department reports:

1 - Highway Department: Mrs. Dianna Bryant, Assistant Residency Administrator, is present to receive any communications from the Board, and also provide updates on the routine maintenance and/or projects performed since the last meeting. Mrs. Bryant reports the guardrail install project on Rt. 723 has begun (three locations have been initially funded), pipe repairs have been completed under Rt. 460, Rt. 664-Dusty Road was chosen to receive milling material as its base as part of a test project and it has begun with the anticipation to be finished within the next 30 days, surface treatments are being completed on County roads – some still require road markings, first rounds of mowing have begun.

Mrs. Bryant reports there has been a change on where VDOT places unallocated, available funding in the Secondary Six-Year Improvement Plan; it is now in a category titled Future Secondary Road Projects. She informs that Good Hope Road is finished and will come off the plan, Dusty Road will be finished but still remain on the plan due to timelines for updating the Plan.

Supervisor Roark expresses appreciation for VDOT's response to yesterday's road hazards from their Contractor mowing; wet grass was blown into the roadways causing unsafe driving conditions. He also reports on citizen safety concerns for a portion of Melody Road, especially during lunch time hours. Mrs. Bryant states that a speed study was completed in the past on Melody Road and the findings did not support a speed reduction.

A – Virginia Department of Transportation – Petersburg Residency: Maintenance Report for the month of February 2020, Maintenance Report for the month of March 2020

B – Potential projects for inclusion in the Secondary Six Year Improvement plan; there is limited funding available at the end of the plan for one additional project

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on March 12, 2020; minutes of the regular meeting of the Nottoway County School Board meeting held on February 13, 2020, minutes of a Budget work session of the Nottoway County School Board held on February 27, 2020

A – Budget Adjustment - \$5,000.00

REVENUES:

3-201-24020-0999-200	Region VIII Prof. Develop Grant	<u>\$5,000.00</u>
		<u>\$5,000.00</u>

EXPENDITURES:

4-201-61310-3000-900-000-580	Region VIII Prof. Develop Grant	<u>\$5,000.00</u>
	Purchased Services	<u>\$5,000.00</u>

B – Budget Adjustment – \$3,020.00

REVENUES:

3-201-24020-0810-200	VPI Teacher Incentive Program	<u>\$3,020.00</u>
		<u>\$3,020.00</u>

EXPENDITURES:

4-201-61100-3000-900-800-100	Purchased Services	<u>\$3,020.00</u>
		<u>\$3,020.00</u>

C – Budget Adjustment - \$2,559.70

REVENUES:

3-201-24020-0999-200	State Unidentified	<u>\$2,559.70</u>
	(Praxis for Minority Teachers)	<u>\$2,559.70</u>

EXPENDITURES:

4-201-61310-3000-300-100-100	Purchased Services – Sec	\$1,279.85
4-201-61310-3000-200-100-100	Purchases Services – Elem	<u>1,279.85</u>
		<u>\$2,559.70</u>

Supervisor Bowen made a motion to approve the three Budget adjustments for the School. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 - Health Department – Howard Nash, MD FCAP: Report period February 2020

4 - Economic Development Committee: Administrator Roark informs the Committee will not meet for May

5 - Regional Jail Authority Report & Juvenile Detention Center: January 2020 Piedmont Regional Jail Authority Transportation Report, November 2019 – January 2020 Piedmont Regional Jail Authority Jurisdiction Report, January 2020 Piedmont Regional Jail Authority Revenue Report, March 2020 Piedmont Regional Jail Authority Transportation Report, January – March 2020 Piedmont Regional Jail Authority Jurisdiction Report, March 2020 Piedmont Regional Jail Authority Revenue Report

Administrator Roark informs of a meeting of the Jail Board yesterday; the Budget was adopted, due to COVID-19 the Jail is unable to accept Federal prisoners.

6 – Landfill:

A – February 2020 Nottoway County Sanitary Landfill waste report; average of 51.42 tons of waste per day received, March 2020 Nottoway County Sanitary Landfill waste report; average of 61.88 tons of waste per day received

B – Memorandum – Draper Aden Associates – Jeff Norman (PG), Environmental Services Division: providing results from the Nottoway County Sanitary Landfill (active facility) Groundwater Monitoring Program sampling event 93 completed on 01-15-2020

C – Letter – Virginia Department of Environmental Quality (DEQ) – Heather A. H. Deihls, Water Compliance Manager: Notification that Nottoway County Sanitary Landfill (Permit No. VAR051577) may be in violation of the State Water Control Law and Regulations; ZINC levels noted were in excess of what's allowable. DEQ has since received correspondence of correction and no further response is required at this time

D – Correspondence from Draper Aden Associates confirming that no additional response is required as a result of the possible violation letter from DEQ

E – Certification(s) of Completion of Virginia Class I, Basic and Virginia Class II Waste Management Operator training for Nottoway County Landfill Employee Darshawn D. Quarles; he will completing the certification exam within the next 30-45 days

F – Letter(s) – Virginia Department of Environmental Quality – Eric A. Seavey, P.G., Groundwater Remediation Specialist: Acknowledging the receipt and review of the 2018 and 2019 Annual Reports from the Nottoway County Sanitary Landfill, dated March 2019 and February 2020 respectively; there were three items noted for the closed facility that need correction prior to the next submission and five items noted for the active facility

G – Letter – Draper Aden Associates (to Virginia Department of Environmental Quality) – Jeff Norman (PG), Environmental Services Division: acknowledging the letters pertaining to the review of the 2018 and 2019 Nottoway County Sanitary Annual Reports and informs of corrective actions

H – Correspondence from Draper Aden Associates to T&K Construction informing of three areas of maintenance they need to perform on newly constructed Cell 5; it is anticipated to begin using the new cell within the next 2 weeks, cell 4 will still be used as deemed necessary for a short time

7 - Fort Pickett Redevelopment Authority: there is nothing to report at this time

8 - Planning Commission Report: The Planning Commission has not met due to COVID19 Orders from the Governor of Virginia

The Board revisits the following old business:

1 – Intermediate School Buildings/Town of Blackstone: Blackstone Manager Philip Vannoorbeeck provides answers to questions from the County related to the Buildings slated to be demolished; the Town will provide a certificate from a qualified firm that there will be no asbestos containing materials or other materials not acceptable by the Nottoway County Landfill, delivered from this property following demolition; the Town's engineer has estimated 3,025 cubic yards will need to be delivered to the Nottoway County Landfill, the Town intends to deliver all materials to the Nottoway County Landfill, it is the Town's contention that the masonry can be recycled locally and if Nottoway County chooses that option that the County be responsible for the cost associated with recycling

Supervisor Shekleton asks for clarification on whether the Town intends for the County to bare the expense of any masonry recycling; yes is Administrator Roark's answer to this. Supervisor Roark informs that, at one time, he was under the impression that the Town had intentions to bring in a portable brick crusher. Administrator Roark offers to get more information on the possibility of this.

Supervisor Shekleton will obtain more information on the possibility of masonry recycling and any associated costs; she will report back.

2 – Adoption of the FY2020-21 Budget: Administrator Roark explains that as a result of changes made following public comments; the Budget is being proposed for adoption at a total of \$37,792,257; this is an increase of \$334,584 over the advertised Budget of \$37,457,673. The Budget is balanced using \$736,276 from the General Fund balance. The Budget Committee chose to increase the amount for STEPS by \$4,584, honoring their original funding request, to include an additional \$60,000 for enhanced Courtroom(s) cleaning and sanitizing at the request of the Judges, and to fund an additional increase to Fire and Rescue of \$270,000 (distribution of new monies will be decided at a later date).

Budget Committee Chair Sherman Vaughn moves to adopt the new committee recommendations, adopt the Budget for the year beginning July 1, 2020 total \$37,792,257 and set the levies as advertised; the distribution rate for the additional funding for Fire and Rescue will be decided upon completion of the emergency services study. The motion received a second from Supervisor Bowen. The motion carried as follows after a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR THE NOTTOWAY COUNTY BUDGET
FOR FISCAL YEAR BEGINNING
JULY 01, 2020)

Supervisor Bowen asks Administrator Roark to schedule the work session with the Nottoway County Emergency Services agencies as soon as possible.

The Board considers the following new business:

1 – Appropriation – Cost Allocation Plan based on FY 2019 costs; \$215,861 is the Schools’ portion of the central services and \$95,837 was the Department of Social Services portion. Administrator Roark asks the Board to appropriate the \$215,861 to the Schools’ Budget and in turn authorize him to bill them for the same amount.

Supervisor Bowen moves to approve the \$215,861 appropriation to the School and authorize Administrator Roark to bill them for the same amount. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

2 – Appropriation – Virginia Department of Fire Programs Funds - \$34,506: The FY20 appropriation has been received by the County and needs to be appropriated and distributed equally to the three Volunteer Fire Departments. Vice Chairman Vaughn moves to appropriate the \$34,506 Fire Programs Funds and distribute equally to the three Fire Departments. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Memorandum of Understanding (MOU) between U.S. Marine Corps (USMC) Expeditionary Operations Training Group (EOTG) and Nottoway County Sheriff’s Office and Nottoway County, VA: granting EOTG the authority to conduct Realistic Military Training (RMT) in an urban environment in order to train/prepare the Marine Expeditionary Units (MEU) Marines for overseas deployment; such training will be coordinated under the guidelines set forth in this agreement through the Training Assistant to the Marine Corps (TAMACOR) Representative, all personnel involved in these exercises will be consenting military personnel, government civilian workers, or contractors (no private citizens). Training to be conducted through the MOU will include, but is not limited to, surveillance and reconnaissance, advanced communications, raid training, convoy training, foot movement of troops and equipment, airborne training (when applicable), landing or pick up zones, landing of military aircraft, bivouac of troops and equipment. The MOU is good for three years and there is an upcoming training event scheduled for September 28 – October 10, 2020. The USMC is looking at using the following several locations throughout Nottoway County during the aforementioned training event:

- A – Old Burkeville Elementary School, 507 Miller Street, Burkeville
- B – Old Blackstone Elementary School, School Street, Blackstone
- C – Old Crewe High School Building, 205 E. Pennsylvania Avenue, Crewe
- D – Old Crewe Rail Road Building, 601 W. Virginia Avenue, Crewe
- E – Norfolk Southern Crewe Rail Road Yard Property, 1001 W. Virginia Avenue, Crewe

Supervisor Roark moves to approve the MOU between U.S. Marine Corps EOTG and Nottoway County Sheriff’s Office and Nottoway County, VA. The motion received a second from Supervisor Shekleton. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

4 – Letter – Southside Virginia Community College (SVCC) – LaFreda Ogburn, Vice Chair, College Board: the term of SVCC Board member J. Wesley Shepherd (appointed representative by Board of Supervisors) will expire June 30, 2020; he is eligible to serve one additional four-year term. Supervisor Shekleton moves to reappoint J. Wesley Shepherd to the SVCC Board. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

5 – Appointment – Nottoway County Planning Commission: The term of Frankie Williamson expired March 30, 2020; Vice Chairman Vaughn makes a motion to reappoint Mr. Williamson to the Nottoway County Planning Commission. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

6 – Release Deed of Trust – JoAnn Branch – District 1 Housing Project: Ms. Branch has met her financial obligations for the property located at and the Board needs to authorize County Attorney Preston Williams to prepare the release for the Deed of Trust. Vice Chairman Vaughn makes a motion to authorize Attorney Williams to prepare the necessary documents. The motion received a second from Supervisor Shekleton. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

7 – Contract – AT&T – NG911: AT&T will need to upgrade and/or install new equipment/data in order to prepare for the transition to NG911; the contract will need to be signed in order to begin the project.

Administrator Roark asks the Board to table action on this contract until more information is received on where the funds to pay this will come from.

8 – Letter – Greg Eanes, Mayor – Town of Crewe: requesting a joint meeting between the County Board and representatives from all three Towns (Mayors) to discuss the community responses to the COVID-19 challenge; asking for Nottoway County to facilitate the meeting

It is the consensus of the Board to hold off scheduling this joint meeting until such time as normal operations begin to increase.

9 – Proposal – Rural Solar Development Coalition: Announcing the Coalition, that was established for the purpose of working specifically toward establishing a more predictable and certain solar development landscape – one that would provide long-term benefits to rural counties hosting solar facilities.

10 – Appropriations – CARES: A \$100 donation was received from The Tidewater Retriever Club, Inc. and a \$100 donation was received from Melody Doleman; both need to be appropriated and a check written to Nottoway CARES for the same amount. Vice Chairman Vaughn moves to appropriate the two \$100 donations and in turn forward a check to Nottoway CARES. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Reports, requests, and recommendations of Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: nothing to report

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: provides a letter to the Board requesting they take immediate action to fix a moisture/mold problem in her Office; she provides visual reference of the obvious damage

Administrator Roark informs that he has asked a local contractor to come in and assess the situation. Vice Chairman Vaughn explains that it needs to be fixed so go ahead and do so. Supervisor Bowen suggests sending this to the Courthouse/Landfill Committee for them to proceed with remedying the problem.

Madam Chair Simmons presents the CONSENT CALENDAR:

1 – Budget Adjustment – CSA - \$140.74

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$140.74</u>
	(vendor refund for overpayment)	<u>\$140.74</u>

EXPENDITURES:

4-100-57070-0100	Mandated Services	<u>\$140.74</u>
		<u>\$140.74</u>

2 – Erroneous Assessment: Refund Net 100, Ltd. \$58.49 for a filing classification error on their Business license

3 – Erroneous Assessment: Refund Mary F. Lewis \$51.84 for an erroneous real estate assessment for tax year 2018 & 2019; the amount is to be applied to remainder of 2019 tax bill still owed

4 – Budget Adjustment – Sheriff - \$5,147.50

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$5,147.50</u>
	(Ins. Proceeds – Sheriff's vehicle)	<u>\$5,147.50</u>

EXPENDITURES:

4-100-31020-3004	Vehicle Supplies	<u>\$5,147.50</u>
		<u>\$5,147.50</u>

5 – Budget Adjustment – CSA - \$187,084.00

REVENUES:

3-100-24010-0030	Comprehensive At-Risk Act	<u>\$187,084.00</u>
	(Supplemental State Funds)	

EXPENDITURES:

4-100-57070-0100	Mandated Services	\$181,701.00
4-100-57070-1001	Salary – CSA Coordinator	5,000.00
4-100-57070-2001	FICA	383.00
		<u>\$187,084.00</u>

6 – Erroneous Assessment: Refund Brittany Schalizki \$131.81 for an erroneous personal property assessment for tax year 2019

7 – Budget Adjustment – Sheriff - \$2,954.10

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$2,954.10</u>
	(Ins. Proceeds – Sheriff's vehicle)	<u>\$2,954.10</u>

EXPENDITURES:

4-100-31020-5804	Vehicle Supplies	<u>\$2,954.10</u>
		<u>\$2,954.10</u>

8 – Budget Adjustment – Sheriff - \$2,547.90

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$2,547.90</u>
	(Ins. Proceeds – Sheriff’s vehicle)	<u>\$2,547.90</u>

EXPENDITURES:

4-100-31020-5804	Vehicle Supplies	<u>\$2,547.90</u>
		<u>\$2,547.90</u>

9 – Budget Adjustment – Library - \$847.00

REVENUES:

3-100-18990-0990	Library – Miscellaneous	<u>\$847.00</u>
	(Cook Family Foundation Grant)	<u>\$847.00</u>

EXPENDITURES:

4-100-73010-8003	Library Technology Budget	<u>\$847.00</u>
		<u>\$847.00</u>

10 – Budget Adjustment – Treasurer - \$2,500.00

REVENUES:

3-100-18990-0400	DMV Stop Fee	<u>\$2,500.00</u>
		<u>\$2,500.00</u>

EXPENDITURES:

4-100-12130-5804	DMV Stop Fee	<u>\$2,500.00</u>
		<u>\$2,500.00</u>

11 – Budget Adjustment – Circuit Court Clerk - \$4,350.74

REVENUES:

3-100-23080-0010	Clerk’s Office	<u>\$4,350.74</u>
	(new state funds)	<u>\$4,350.74</u>

EXPENDITURES:

4-100-21060-1003	Salaries – Part Time	<u>\$4,350.74</u>
		<u>\$4,350.74</u>

Vice Chairman Vaughn moves to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

- 1 – Notice of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file applications or petitions pursuant to § 56-585.1 A 4 of the Code of Virginia; Application of Virginia Electric and Power Company for approval to establish an experimental residential rate schedule, designated Time-of-Use Rate Schedule 1G (Experimental) Case No. PUR-2019-00214, Application of Virginia Electric and Power Company to revise its fuel factor pursuant to Va. Code § 56-249.6 Case No. PUR-2020-00031, Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider E, for the recovery of costs incurred to comply with state and federal environmental regulation pursuant to § 56-585.1 A 5 e of the Code of Virginia Case No. PUR-2020-00003, Application of Virginia Electric and Power Company to revise its fuel factor pursuant to Va. Code § 56-249.6 Case No. PUR-2020-00031
- 2 – Letter – Office of the Attorney General – Mark R. Herring: official advisory opinion on Virginia Law that allows public bodies to conduct meetings electronically during the COVID19 pandemic
- 3 – Notice of solicitation period for funding proposals under the Chesapeake Bay Small Watershed Grants program, due by midnight, Tuesday, April 14, 2020; to restore water quality and habitats of the Chesapeake Bay and its tributary rivers and streams
- 4 – Notice – State Corporation Commission: petition of Virginia Utility Protection Service, LLC to amend notification call center performance standards established in Case No. PUE-2002-00525 pursuant to Va. Code § 56-265.16:1
- 5 – Letter – Trudy Berry: requesting the Board to ask its Delegates and Senators to introduce and support a bill to ban out-of-state trash and ask the Governor to sign the bill; keeping with DEQ's recommendation to "divert waste from landfills"
- 6 – Letter – va811.com – B. Scott Crawford, Vice President: Petition of Virginia Utility Protection Service, LLC, to amend notification call center performance standards established in Case No. PUE-2002-00525 pursuant to Va. Code § 56-265.16:1, Case No. URS-2019-00389
- 7 – Minutes: minutes of the Nottoway County Public Library Board of Trustees meeting held on January 15, 2020, minutes of the Piedmont Regional Jail Authority Board meeting held on January 15, 2020, minutes of the Nottoway County Public Library Board of Trustees meeting held on March 18, 2020, minutes of the Piedmont Soil and Water Conservation District Board meeting held on March 24, 2020, minutes of the Piedmont Soil and Water Conservation District Board of Directors meeting held on February 25, 2020, minutes of the Nottoway County Public Library Board of Trustees meeting held on February 19, 2020
- 8 – Notice of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file application(s) or petition(s) pursuant to § 56-585.1 A 6 of the Code of Virginia
- 9 – Letter – Linda Marie Washington: requesting the Board to ask its Delegates and Senators to introduce and support a bill to ban out-of-state trash and ask the Governor to sign the bill; keeping with DEQ's recommendation to "divert waste from landfills"
- 10 – Letter – Virginia Department of Health (VHD) – Office of Drinking Water – Jeffrey S. Wells, PE, Field Director: VDH has approved the Preliminary Engineering Report for the "East End Neighborhood Community Phase II Water and Sanitary Sewer Improvements and Water Treatment Equipment Replacement for the Town of Blackstone"
- 11 – Piedmont Senior Resources Area Agency on Aging – Thomas Jordan Miles III, Interim Chief Executive Officer: providing programmatic information that is broken down by County and is weighted by program and service use
- 12 – News Release – Virginia Department of Environmental Quality: providing enforcement and compliance guidance related to COVID-19
- 13 – Blackstone Volunteer Fire Department Incident Report for March and April 2020

Administrator Roark presents the following correspondence:

1 - Building Inspector's Report: report period February, March and April 2020

2 - Animal Control Officer's (ACO) Report: report period February, March and April 2020; Amelia County will be filling in for Nottoway ACO tomorrow (5/22).

Administrator Roark informs that Amelia County has agreed to provide back-up if needed for animal control calls; one Nottoway officer is not working pending COVID test results and the other needs the next two days off.

3 - Erosion and Sedimentation Report: no report provided

4 - Results from mold testing performed in the Commissioner of the Revenue's Office; no mold detected

5 - Letter(s) - James W. Elliott, Attorney At Law, requesting total reimbursement in the amount of \$1,032.00 (\$433 & \$599) for costs incurred with delinquent tax collection

Vice Chairman Vaughn moves to approve payment to Attorney Elliott. The motion received a second from Supervisor Shekleton. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

6 - Order for Writ of Election to fill the vacancy in District 5 approved by Judge Cella on April 03, 2020; the special election is to be held on the date of the next general election which is Tuesday, November 3, 2020

7 - Letter - Christy A. Hudson, Commission of the Revenue - County of Nottoway: The Office has a list of surplus electronics/equipment that need to be disposed of - Administrator Roark explains this was already approved during the February regular meeting.

8 - E911 road sign maintenance report

9 - Letter - Robert L. Jones, Sheriff - Nottoway County: Request for five full time Dispatchers to be paid their unused holiday hours and/or unused compensatory time with their June pay; due to staffing issues the employees have not been able to use their time

Supervisor Roark moves to approve the Sheriff's request for the dispatchers to be paid their unused holiday hours and/or unused compensatory time with their June pay. The amount of the request totals \$3,204.71 and is already in the vacancy savings salary line in the Sheriff's budget. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark asks the Board to schedule a public hearing for the June regular meeting on the COVID CARES relief fund; this will require an amendment to the FY21 Budget. Additionally he requests that Madam Chair Simmons appoint a Committee to offer assistance on the distribution of the funding; she appoints herself and Supervisor Shekleton to the Committee.

Supervisor Bowen makes a motion to appoint Madam Chair Simmons and Supervisor Shekleton to the CARES Committee and to advertise for a public hearing on the funding for the June regular Board meeting. The motion received a second from Vice chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

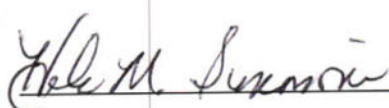
Administrator Roark informs of available funding through the Farm Service Agency (Farmville, Virginia) for aid to Farmers; for additional information call (434) 392-4906.

Supervisor Bowen urges that the Courthouse/Landfill Committee should visit the Commonwealth's Attorney Office and review the visible damage; additionally requests that the Committee be included in any meetings with any potential and/or selected contractor.

Administrator Roark informs that the Insurance Broker that was previously scheduled to attend a Board work session, and couldn't due to COVID19, has asked to be placed on the agenda for the June work session. He adds that at the next work session he would like to discuss the old Registrar's Office and its future.

Supervisor Roark also reports on a recent animal control call, located in the Town of Blackstone; there was some apparent miscommunication between Animal Control and Blackstone Law Enforcement officers. Mayor of the Town of Blackstone, Billy Coleburn, is present and offers clarification on the call and reports the matter was handled.

There being no further business to come before the Board, Supervisor Bowen moves to adjourn. The motion received a second from Vice Chairman Vaughn. Madam Chair Simmons adjourns the meeting at 7:59 p.m.



Chairman



Clerk

NOTTOWAY COUNTY, VIRGINIA

PROPOSED BUDGET

FOR THE YEAR ENDING

JUNE 30, 2021

PROPOSED LEVY for General County Purposes on Real Estate - \$0.48 per \$100.00 valuation. No increase.

PROPOSED LEVY for Tangible Personal Property (with exception of household & kitchen furniture and vehicles without motive power used as mobile homes), boats or other watercraft used for business or pleasure - \$3.75 per \$100.00 valuation. No increase.

PROPOSED LEVY for Mobile Homes - \$0.48 per \$100.00 valuation. No increase.

PROPOSED LEVY for Machinery & Tools - \$1.35 per \$100.00 valuation. No increase.

PROPOSED LEVY for General County Purposes - Merchant's Capital - \$0.00 per \$100.00 valuation. No increase.

PROPOSED LEVY for Farm Machinery, Implements or Equipment - \$0.00 per \$100.00 valuation. No increase.

PROPOSED LEVY for Motor Vehicles Specially Equipped to provide Transportation for Physically Handicapped Individuals - \$2.35 per \$100.00 valuation. No increase.

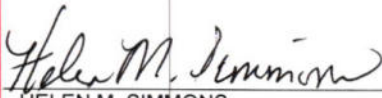
PROPOSED LEVY for Aircraft - \$1.00 per \$100.00 valuation. No increase.

PROPOSED LEVY for Emergency Services volunteers - one vehicle - \$1.00 per \$100.00 valuation.

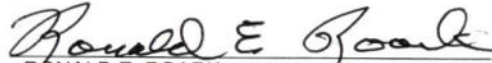
NOTICE: The proposed tax rates are for consideration by the Nottoway County Board of Supervisors and may be raised or lowered at the Public Hearing and/or prior to the adoption of the Budget.

It is accordingly ordered that a synopsis of the Proposed Budget and Levies be published in the Courier Record and Crewe-Burkeville Journal in accordance with Section 15.2-2506 of the Code of Virginia and that notice be given by such publication that the Board of Supervisors of Nottoway County, VA, has fixed May 7, 2020 in the General District Court House of said County at 7:00 p.m. as the time and place for the Public Hearing on the proposed Budget and Levies. Due to current restrictions in respect to the coronavirus, any citizen of Nottoway County desiring to express his or her views on the adoption of the Budget and the making of the Levy may submit a statement in writing to the County Administrator's Office by 5:00 p.m. on May 6, 2020.

Given under our hand this 23rd day of April, 2020.



HELEN M. SIMMONS
Madam Chair Board of Supervisors



RONALD E. ROARK
County Administrator

NOTTOWAY COUNTY, VIRGINIA

REVENUE ESTIMATES

FOR THE YEAR ENDING

JUNE 30, 2021

ALL FUNDS

	2019-2020	2020-2021
Real Property Taxes	4,514,606.00	4,539,742.00
Minerals	-0-	20,002.00
Public Service Corporation Property Taxes	586,000.00	445,313.00
Personal Property Taxes	1,870,700.00	1,863,600.00
Machinery & Tools	114,000.00	117,000.00
Penalties & Interest	155,000.00	160,000.00
Taxes on Recordation & Wills	80,000.00	80,000.00
Local Sales & Use Taxes	1,240,000.00	1,200,000.00
Business Licenses	161,400.00	156,500.00
Motor Vehicle Licenses	140,000.00	190,000.00
Hotel & Motel Room Taxes	1,000.00	2,500.00
Permits, Privileges Fees & Regulatory Licenses	79,540.00	81,975.00
Court Fines	51,500.00	56,600.00
Revenue from Use of Money	100,000.00	175,000.00
Revenue from Use of Property	554,730.00	629,130.00
Charges for Services	19,267.00	18,767.00
Miscellaneous Revenue	255,590.00	314,290.00
Recovered Costs	3,500.00	3,500.00
Ft. Pickett Local Reuse Authority	24,000.00	12,000.00
Non-Categorical Aid	1,157,290.00	1,164,290.00
Shared Expenses	1,540,259.00	1,600,770.00
Welfare	1,700,000.00	1,900,000.00
Other Categorical Aid	173,674.00	284,093.00
Non-Revenue Receipts	400,000.00	401,692.00
School Revenue	23,538,591.00	24,128,456.00
Cafeteria	1,337,916.00	1,375,103.00
E-911	178,690.00	137,940.00
Landfill	892,000.00	1,056,574.00
Planning Grant	6,000.00	6,000.00
LESS INTERFUND TRANSFER	-4,807,518.00	-4,663,164.00
TOTAL REVENUE ESTIMATES:	<u>\$36,067,735.00</u>	<u>\$37,457,673.00</u>

NOTTOWAY COUNTY, VIRGINIA

EXPENDITURE ESTIMATES

FOR THE YEAR ENDING

JUNE 30, 2021

ALL FUNDS

	2019-2020	2020-2021
Board of Supervisors	409,403.00	361,064.00
Board of Supervisors - Reserve Account	300,000.00	300,000.00
County Administrator	304,203.00	280,138.00
Legal Services	16,148.00	15,642.00
Auditor	51,000.00	45,000.00
Commissioner of the Revenue	192,459.00	196,564.00
Board of Assessors	-0-	-0-
Treasurer	256,020.00	248,150.00
Data Processing	112,386.00	110,870.00
Electoral Board	59,071.00	75,702.00
Registrar	97,484.00	104,202.00
Jurors & Witnesses	9,412.00	9,412.00
General District Court	8,800.00	9,435.00
Magistrate	100.00	100.00
Juvenile & Domestic Relations Court	36,016.00	23,699.00
Clerk of Circuit Court	244,208.00	249,708.00
Sheriff - Court Security	150,930.00	171,788.00
Law Library	2,000.00	600.00
Judge of Circuit Court Office	21,250.00	14,940.00
Commissioner of Accounts	100.00	100.00
Commonwealth Attorney	421,025.00	425,180.00
Sheriff	1,113,570.00	1,198,658.00
Central Dispatching	481,656.00	477,992.00
Volunteer Fire Departments	270,900.00	260,000.00
Rescue Service	137,709.00	146,400.00
Forestry Service	12,529.00	12,529.00
Detention Home Costs	677,000.00	887,000.00
Building Inspections	87,025.00	86,454.00
Animal Control	170,634.00	149,129.00
Medical Examiner (Coroner)	200.00	100.00
Litter Control	6,000.00	6,000.00
Maintenance	320,207.00	362,826.00
Local Health Department	105,000.00	112,431.00
Mental Health	58,355.00	58,355.00
Welfare - Social Services	1,813,983.00	1,890,468.00
Area Agency on Aging	1,000.00	7,000.00
Madeline's House	-0-	-0-
Comprehensive Services Act	723,754.00	830,970.00
Southside Community College	5,832.00	6,011.00
Debt Service	421,870.00	414,196.00
Parks & Recreation	21,500.00	23,581.00
Library / Literacy Project	258,221.00	260,719.00
Planning Commission (County)	62,313.00	61,443.00
Zoning Board	2,850.00	2,750.00
Economic Development Committee	9,973.00	10,338.00
Environmental Management	14,350.00	13,756.00
Cooperative Extension Program	56,286.00	58,309.00
Ft. Pickett Local Reuse Authority	589,806.00	609,017.00
Local Appropriation (School)	4,807,518.00	4,828,038.00
School Fund	23,538,591.00	24,128,456.00
Cafeteria	1,337,916.00	1,375,103.00
E-911	178,690.00	137,940.00
Refuse Collection - Operation	892,000.00	1,056,574.00
Planning Grant	6,000.00	6,000.00
LESS INTERFUND TRANSFER	-4,807,518.00	-4,663,164.00
TOTAL EXPENDITURES ESTIMATES:	<u>\$36,067,735.00</u>	<u>\$37,457,673.00</u>



Nottoway County
Board of Supervisors

AGENDA

June 18, 2020

7:00 p.m.

A. CALL TO ORDER

Mrs. Simmons, Chair

INVOCATION

PLEDGE OF ALLEGIANCE

B. APPROVAL OF AGENDA

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Public Hearing - Coronavirus Relief Funds

F. DEPARTMENTAL REPORTS

1. Highway Department - Dianna Bryant
2. School Board
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center

6. Landfill Report
 - A. Leachate Report
 - B. Inspection Report
 - C. Monthly Waste Report
 - D. Groundwater Report
 - E. Gas Monitoring Report
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report - Mr. Roark

G. UNFINISHED BUSINESS

1. Nottoway CARES Animal Shelter
2. Repairs - Commonwealth's Attorney's Office
3. School Buildings - Request
Town of Blackstone

H. NEW BUSINESS

1. Appropriation FY/2020-21 Budget
2. School Resource Officer
3. Request - Virginia Loggers Association

**I. REPORTS, REQUESTS,
RECOMMENDATIONS OF
CONSTITUTIONAL OFFICERS**

1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Erroneous Assessment - Gillian \$123.84
2. Erroneous Assessment - Amerigas \$19,136.98
3. Budget Adjustment -
Commonwealth's Attorney \$7342.61
4. Budget Adjustment - Landfill \$12,877.61

K. INFORMATION ITEMS

1. CSA - Self-Assessment Report
2. Notice - Dominion Energy
3. Letter - Nottoway Emergency Squad
4. Letter - Piedmont Senior Resources
5. Letter - Piedmont Court Services
6. Letter - VACo
7. Minutes

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report
2. Animal Control Officer's Report
3. E & S Report
4. Appropriation - CSA
5. District 1 - Coleman
6. NG911 - AT&T Contract
7. Delinquent Tax Collection

Closed Session to Discuss the Possible Purchase of
Property - Section 2.2-3711-A-3

**M. COMMUNICATIONS, INSTRUCTIONS
OF MEMBERS OF THE BOARD**

Mr. Vaughn

Mrs. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

June 10, 2020

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 10TH DAY OF JUNE IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the work session to order at 7:00 p.m.

Supervisor Steve Bowen provided the invocation.

Madam Chair Simmons states the purpose of the work session is to review and discuss upcoming content to come before the Board of Supervisors at its regular June meeting.

1 - Presentation – Sarah Struckman, Pierce Group Benefits: Ms. Struckman, joined by Donna Nixon, provides an overview of the services offered by her Company and how they can assist the County in relation to employee health care coverage

Madam Chair Simmons informs that any decisions made about employee health care coverage, or the Pierce Group, would be referred to the Budget Committee and informs that she will be removing herself from that Committee. She would like to have Supervisor Shekleton take her place. The Budget Committee will meet to discuss the County's employer sponsored health care plan.

2 - JES Foundation Repair: Dietrich Parcells explains the findings from JES' evaluation of the moisture/mold situation in the Commonwealth's Attorney office and provides a plan of corrective action. He encourages considering the purchase/install of a dehumidifier as part of the remediation as well as a battery back-up option. It will be the County's responsibility to have the finishing work (flooring, insulation, sheetrock, painting) completed. He informs there is a lifetime guarantee on any work completed by JES and assures that the project can be completed on the weekend. The project estimate totals \$13,118.10 for the waterproofing system, the dehumidifier is an additional charge and comes with its own five year warranty.

Administrator Roark explains that JES requires a deposit of \$3,279.00; it is the County's practice not to pay any kind of deposit/down payment so this will require authorization from the Board. Additionally he informs that there are sufficient funds in the current Maintenance budget; an additional appropriation will not be required.

3 – CARES Coronavirus Relief Funds; the funds have been advertised for public hearing at the June regular meeting; the Board will need to amend the FY2020/2021 budget to appropriate the \$1,329,933

Supervisor Shekleton informs there are specific guidelines for disbursement of the CARES funds; the Committee has identified a number of priorities on how the County can handle this. There is potential for the County to be reimbursed for emergency expenses related to the continuation of Governmental operations, reimbursement to County emergency services agencies for their PPE expenses, reimbursements to the three Towns for emergency expenses associated as well as opportunities for aid to the County's small businesses.

4 – School Resource Officer; an estimate of expenses related to approval of the grant awards - \$46,432 State awarded funding for each of five applications

Administrator Roark encourages the Board to meet with representatives from the School Board and Sheriff Robert Jones to discuss everyone's view of how best any such Officer's would be utilized. He also informs of a recent movement across the Country to have Law Officer's removed from the Schools.

5 –Appropriation of Budget FY2020-21; additions of \$270,000 for Emergency Services, \$60,000 for enhanced Courthouse cleaning due to COVID-19, and \$4,5884 for STEPS

6 – Nottoway CARES Animal Shelter; two letters from the Committee/Chair requesting the Board's decision on Mr. Boswell's Burkeville building and the Board's approval to proceed with Phase II of the project

Supervisor Shekleton informs that she has requested to be added to the Nottoway CARES committee and she will meet with them, seek relevant information, and report back to the Board.

7 – Landfill Inspection; inspection completed on May 08, 2020 resulted in no apparent violations observed

8 – Betty Coleman – District 1 Housing Project completion; County Attorney Williams will need to prepare the documents to release the Deed of Trust

9 – Request – Virginia Loggers Association; requesting an Ordinance update and tax exemption status for forest harvesting and silvicultural equipment

10 – Landfill Report: April 2020 waste report; average of 53.53 ton per day

11 – Children's Services Act – Mandatory Appropriation - \$52,912.35; an additional appropriation is needed (26.8% local funds)

12 – Blackstone request – Old School Property; clarifying information/revised estimates associated with the demolition waste costs

13 – Building Inspector's Report; report period May 2020

14 – Animal Control Officer's Report; report period May 2020, new truck has been received

15 – Landfill monthly waste & leachate report: May 2020 waste report; average of 54.89 tons per day, May 2020 Daily Leachate Disposal Record - 462,000 gallons hauled

16 – Refunds – Commissioner's Office; erroneous assessments for AmeriGas Propane (\$19,136.98) and Blaine Gilliam

17 – Delinquent Tax Collections; requesting reimbursement of \$1,832 for costs associated

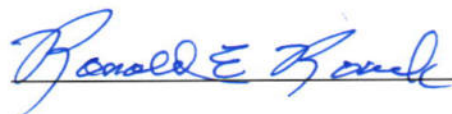
Madam Chair Simmons asks if there are any other items anyone needs/wants to discuss.

Supervisor Roark asks Madam Chair Simmons to add demolition of the old Registrar's Office to the agenda for the June regular meeting.

There being no further business to come before the Board, the work session was adjourned at 8:22 p.m.



Chair



Clerk

Members of the Board:
Ralph Branch-Chairman
Robert Wheeler-Secretary

Nottoway County Director of Elections

507 Miller St.
Burkeville, Va. 23922
434-767-2135 (Telephone)
434-767-2414
Govote135@gmail.com

Director of Elections
Angela R Stewart
Assistants:
Sharon Hayes
Deborah Hathorn

May 20, 2020

OFFICIAL MINUTES

1. Call to order

Ralph H. Branch, chair called the meeting to order at 2 pm on May 20, 2020 in the cafeteria at 507 Miller St. Burkeville, Va. 23922.

2. Attendees

The Following persons were present: Ralph Branch, Robert Wheeler, Carolyn Davis, and Angela R. Stewart.

Visitors present were as follows:

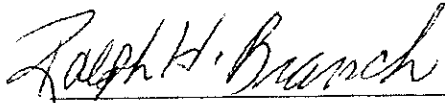
Wendy Bowen, Susan Yeatts and Kathie Kingery.

3. Carolyn Davis Vice-Chair questioned the board on the signs posted at the polling precinct regarding the withdrawal of Stevie Sisk (which were provided by the department of elections). When they were not posted in the Democratic Presidential Primary. It was explained that the Democratic Presidential candidates did not file a candidate withdrawal statement with the department of elections which Mr. Sisk did.
4. The electoral board conducted the canvass and declared the winners. The winners are incorporated into these minutes along with the written statement from the department of elections.

5. Ralph Branch made a motion for questions from any public attendee be written down and addressed at the next meeting of the board. Bobby Wheeler, Secretary seconded and the motion carried.
6. The Board appointed officers of election to work in the June Republican Primary Election. Officers were appointed to work at each polling precinct and are incorporated into these minutes.

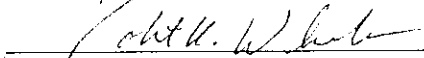
Minutes submitted by Robert K. Wheeler

Minutes approved by

A handwritten signature in cursive script, reading "Ralph H. Branch", written over a horizontal line.

Ralph H. Branch – Chairman

Carolyn A. Davis – Vice-Chair

A handwritten signature in cursive script, reading "Robert K. Wheeler", written over a horizontal line.

Robert K. Wheeler, Secretary

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 18TH DAY OF JUNE IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 244TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Earl Walker, Pastor of Fourth Mount Zion Baptist Church, provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons informs that the minutes will be provided for review in the July meeting package. She then asks if there are any additional items that need to be placed on the agenda for the night's meeting.

Supervisor Bowen asks Madam Chair Simmons to add Code of Virginia § 2.2-3711.A 1 (Personnel) to the request for entering Closed Session later in the meeting. He asks this to discuss the Compensation study the County had previously completed and never discussed. He also requests that County Administration staff be included for this portion. Administrator Roark informs that he has two additions. A request to obtain a credit card and a District 1 housing project completion.

Supervisor Bowen makes a motion to approve the agenda, including amendments. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks if there are any delegations from the public:

Sonny Abbott: Mr. Abbott asks the Board to step up their actions and show progress for the County; don't remain stagnate with excuses.

Abbi Messer: Ms. Messer expresses concern for the lack of available broadband internet for County citizens; suggests there are grant funds available from the United States Department of Agriculture to assist with this problem.

Sarah Allen: A lifelong resident of Nottoway County, asking that the Confederate monument that is located in the center of the Nottoway County Courthouse complex be removed; she recommends relocating the monument to a Confederate cemetery in the County.

Supervisor Roark thanks Ms. Allen for being a voice and for her respectful and dignified manner in which she has presented her request and suggests that her efforts should not be ignored. He informs that he has been contacted by a citizen of Nottoway County that has more than one family members' name on the Courthouse monument and is willing to assist with relocation efforts.

Madam Chair Simmons acknowledges that Abbi Messer was the citizen that organized the recent successful and civil protest in the Town of Crewe and further expresses appreciation for the way she handled the event.

Daphne Norton: Mrs. Norton, on behalf of organizer Jerry Morton, reports that this year's 100-mile yard sale has been cancelled due to the Governor's restrictions and risk associated with the COVID10 pandemic. Mrs. Norton also informs that she will be stepping down as Chair of Citizens for a Better Nottoway. She cites frustration with County Government officials and their lack of progressive efforts as her reason.

Supervisor Bowen asks Madam Chair Simmons to forward a letter of appreciation to Jerry Morton for all her efforts over the years both for the County and towards the 100-mile yard sale.

Susan Yeatts: Mrs. Yeatts suggests that what citizens say will fall on deaf ears. Mrs. Yeatts cites poverty statistics to support her argument that County Administrator Roark is over compensated. She also addresses each Supervisor and expresses her discontentment with them. Mrs. Yeatts suggests that Vice Chairman Vaughn wants to keep the County poor, Supervisor Bowen doesn't take a stand on any issue and votes with the flow, and that Madam Chair Simmons refuses to attend training for her position as Emergency Services Coordinator. She continues by accusing Supervisor Roark of broken campaign promises however offers praise for Supervisor Shekleton opposing the Budget Committee's proposed tax reduction. She lastly states that she feared addressing the Board due to potential for verbal assault or social media retaliation.

Supervisor Roark directly addresses Mrs. Yeatt's comments; he disagrees with things she just said and offers the correct information for clarification. He did not agree with spending over \$400,000 on any new Animal Shelter, he did attempt to have the Board extend the delegation's speaking time, and the Board is doing everything it can to be more transparent; the newly installed recording equipment for live streaming of meetings shows this. Lastly Supervisor Roark explains that he has realized, after taking elected office, that there are limits to information that can be shared with the public.

The Board held the following public hearing:

Public Hearing: to consider amending the 2020-21 Budget by adding the following:

<u>Revenue</u>	
Federal CARES Coronavirus Relief Fund	-\$1,328,933
<u>Expense</u>	
Federal CARES Coronavirus Relief Fund	\$1,328,933

Supervisor Shekleton provides the Committee Report on how the funding will be handled by the County. The Board will be accepting applications from small businesses located in the County that can provide proper documentation of an operating loss directly related to COVID19.

Madam Chair Simmons asks if there is anyone present wishing to speak, either for or against, the CARES funds Budget amendment; hearing none the public hearing is closed. Supervisor Roark makes a motion to approve the amendment to the 2020-21 Budget, both revenues and expenditures, with the \$1,328,993 Federal CARES Coronavirus Relief Fund and appropriate the funds July 1, 2020. The motion received a second from Supervisor Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen asks if the Federal CARES funds can be used to assist with matters such as the lack of available broadband mentioned by delegation speaker Abbi Messer. Supervisor Shekleton informs that further clarification is still needed on the restrictions for use of the funding.

The Board receives the following Department reports:

1 - Highway Department:

A – Virginia Department of Transportation – Petersburg Residency: Maintenance Report for the month of May 2020

B – Proposed Secondary Six-Year Improvement Plan for FY2021 through FY2025

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on May 15, 2020; minutes of the regular meeting of the Nottoway County School Board meeting held on March 12, 2020, Actions taken at the regular meeting of the Nottoway County School Board held on June 11, 2020; minutes of a work session and of the regular meeting of the Nottoway County School Board meeting held on May 14, 2020, minutes of two work sessions of the Nottoway County School Board held on June 01, 2020

A – Budget Adjustment – Textbook Revenue - \$80,000

REVENUES:

3-202-16120-0030-100	Textbook Revenue	<u>\$80,000.00</u>
		<u>\$80,000.00</u>

EXPENDITURES:

4-202-61100-6020	Textbook Expense	<u>\$80,000.00</u>
		<u>\$80,000.00</u>

Supervisor Bowen moves to approve the \$80,000.00 Textbook Fund Budget adjustment. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 - Health Department – Howard Nash, MD FCAP: no report provided

4 - Economic Development Committee: Administrator Roark informs the Committee will not meet for June

5 - Regional Jail Authority Report & Juvenile Detention Center: no reports provided
Administrator Roark informs that the current Jail Superintendent will be retiring in August; applications are being sought for a replacement and some interviews have already been scheduled.

6 – Landfill:

A – May 2020 Leachate Disposal Record; 462,000 gallons treated at a cost of \$1,399.05

B – Letter – Virginia Department of Environmental Quality – Katy T. Dacey, Solid Waste Compliance Inspector: Results of a compliance inspection of the Nottoway County Sanitary Landfill solid waste management facility completed on May 8, 2020; no apparent violations of the Virginia Waste Management Act, Va. Code § 10.1-1400 et. Seq. (“Act”), the Virginia Solid Waste Management Regulations, 9 VAC 20-81-10 et seq. (“Regulations”) and SWP 304 were observed

C - April 2020 Nottoway County Sanitary Landfill waste report; average of 53.53 tons of waste per day received, May 2020 Nottoway County Sanitary Landfill waste report; average of 54.89 tons of waste per day received

D – Letter – Draper Aden Associates – Jeff Norman, Environmental Services Division: Results of the Nottoway County Sanitary Landfill (active and closed facility) Groundwater Monitoring Program sampling events performed on April 6, 2020 and April 7, 2020 (respectively).

E – Letter – Draper Aden Associates – Jeffrey C. Norman, Environmental Services Division: Results of the Nottoway Sanitary Landfill Gas Monitoring Program event performed on 04-07-20

7 - Fort Pickett Redevelopment Authority: there is nothing to report at this time

8 - Planning Commission Report: The Planning Commission has not met due to COVID19 Orders from the Governor of Virginia

The Board revisits the following old business:

1 – Nottoway CARES: Committee Chair, Jack Boswell, has submitted a letter asking the Board to take action on two decisions that are needed for anything project related to proceed;

A – select the sites to be included in the Phase Two Study

B – Approve the proposal from Dominion Seven Architects for Phase Two Study

Supervisor Bowen acknowledges that the property that the County owns on Highway 460 (near Evan's Market) was decidedly too small and too close to the railroad tracks to be a viable location and that Mr. Boswell has offered a \$50,000 discount on the appraised value of his Burkeville building if the Board chooses to purchase it.

Supervisor Shekleton ask if there is reason not to proceed with the Phase II Study. Administrator Roark informs that the FY20/21 budget includes \$20,000 for the Animal Shelter project; there will also be some unused monies from the \$20,000 included in the FY19/20 budget. He suggests this money can be used to negotiate the next Phase.

Supervisor Roark expresses concern with the Board not being able to offer comment on the building sale asking price, nor no official documentation on the expected costs. Supervisor Shekleton explains that it is her understanding that proceeding with Phase II will allow for answers to these questions and many others. Supervisor Roark asks if the Board authorizes Phase II are they obligating the funds for a building purchase.

Letter – John M. Boswell: seeking the County's intentions with his building in Burkeville; he has taken the property off the market for the County but has current interests in it

Supervisor Roark suggests that no action be taken until after the Closed Session.

2 – Repairs to Commonwealth's Attorney office; JES Foundation Repair has submitted a proposal to mitigate the water leakage in the walls; \$13,118.10 for the repairs and \$2,457.00 for a recommended dehumidifier. JES requires a contract deposit of \$3,279.52.

Supervisor Roark makes a motion to enter into contract with JES to repair the Commonwealth's Attorney office; to include the required deposit. The motion received a second from Supervisor Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark reports that Billy Strickland (local drywall contractor) has agreed to complete the necessary sheetrock repairs and he is still working on someone to handle the flooring.

3 – Town of Blackstone Request to demolish school buildings: Supervisor Shekleton informs that she recently met with Blackstone Town Manager Philip Vannoorbeeck and toured the properties in question. She further reports that research is showing that the 1000 cubic yards of waste from the building demolition will consume 1.4% of space in the newly opened Cell 5 at the Nottoway County Landfill; equating to over \$67,000 in tipping fees the Town is asking the County to waive. The project is further expected to produce 30-40 loads of masonry that will need to be recycled at \$100 per load.

Supervisor Shekleton continues her report by stating that Town Manager Vannoorbeeck expects town crews to demolish the single story building sometime this year; it will require a professional demolition company to raze the two story building at an estimated cost of \$50,000.00. She also informs that she has been contacted by a resident of Oak Street that objects to the demolitions because the properties currently serve as a buffer between the residents and the noise/traffic of the recreational facilities.

Supervisor Roark suggests supporting the demolition project as it is for improvements that will directly benefit the County's children in turn for Blackstone town crews' assistance with the demolition of the old Registrars' Office at the Courthouse complex.

Following further discussion on terminology clarifications, Blackstone/School term limitations/requirements, etc. Supervisor Shekleton moves to waive the Landfill tipping fees, up to 1,000 cubic yards, for the waste to be deposited from the Town's demolition of the buildings. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board considers the following new business:

1 - Appropriation – 2020-21 Budget: Vice Chairman Vaughn moves to appropriate the FY 2020-2021 Nottoway County Budget totaling \$37,792,257.00 including all outstanding purchase orders and committed funds; contingent upon receipt of all State and Federal funding. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

2 – School Resource Officer grant award: The Virginia Department of Juvenile Justice has awarded Nottoway County five grant awards of \$62,720 each; each grant requires a \$16,288 local match

3 – Letter – Virginia Loggers Association, Inc. – Ron Jenkins, Executive Director: Informing their organization has received unanimous support from the Virginia Farm Bureau and the Virginia Association of Counties and the unanimous approval from the 2020 General Assembly in both the House of Delegates and Senate, and Governor Northam's approval to give local jurisdictions the option to exempt all personal property and tools & machinery tax on forest harvesting and silvicultural equipment; requesting that Nottoway County exempt the same categories from local taxation

Vice Chairman Vaughn provides the Budget Committee report where they discussed School Resources Officers and two other subjects. He informs that while the Board heard a presentation from a potential Health Insurance Broker at the last work session; it is their recommendation to make no change from the current broker; Barbara Bailey with Towne Bank. The current Broker has provided information reflective of no premium increases for employees for the upcoming policy year.

Vice Chairman Vaughn continues with the Virginia Logger's Association request for the County to consider tax exemption status. It is the Committee's recommendation to take no action on their request at this time. Lastly he explains that the Committee has a meeting scheduled for June 22, 2020 with Sheriff Robert Jones and representatives from the School Board to discuss the School Resource Officer grant award.

Reports, requests, and recommendations of Constitutional Officers:

- 1 – Jane L. Brown, Clerk – not in attendance
- 2 – Robert L. Jones, Sheriff: nothing to report
- 3 – Ellen F. Myatt, Treasurer: not in attendance
- 4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance
- 5 – Leanne Watrouss, Commonwealth's Attorney: nothing to report

Madam Chair Simmons presents the CONSENT CALENDAR:

1 – Erroneous Assessment: Refund Blaine & Kelly G. Moore Gilliam \$123.84 for an erroneous timber assessment; the refund will be credited to the 2020 taxes

2 – Erroneous Assessment: Refund Amerigas Propane \$19,136.98 for an erroneous Business License fee

3 – Budget Adjustment – Commonwealth's Attorney - \$7,342.61

REVENUES:

3-100-23010-0010	Commonwealth's Attorney	<u>\$7,342.61</u>
	(Vacancy savings from Comp Brd)	<u>\$7,342.61</u>

EXPENDITURES:

4-100-22010-5401	Office Supplies	<u>\$7,342.61</u>
		<u>\$7,342.61</u>

4 – Budget Adjustment – Landfill - \$12,877.61

REVENUES:

3-214-16080-0001	Landfill Use – Other	<u>\$12,877.61</u>
	(VRSA Insurance proceeds)	<u>\$12,877.61</u>

EXPENDITURES:

4-214-42040-3004	Repairs & Maintenance	<u>\$12,877.61</u>
		<u>\$12,877.61</u>

Administrator Roark explains the Landfill insurance proceeds; a piece of equipment slipped into the retaining pond due to wet ground. The operator was not injured and we were able to replace the equipment for less than the insurance settlement.

Vice Chairman Vaughn moves to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – Office of Children’s Services completed the independent validation phase of the self-assessment audit of the Nottoway County Children’s Services Act Program

2 – Notice of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file Application(s) of Petition(s) pursuant to § 56-585.1 A 6 of the Code of Virginia; Application of Virginia Electric and Power Company for revision of a rate adjustment clause: Rider U, new underground distribution facilities, for the Rate Year Commencing April 21, 2021 Case No. PUR-2020-0009, Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider B, Biomass Conversions of the Altavista, Hopewell, and Southampton Power Stations, for the Rate Year commencing April 1, 2021 Case No. PUR-2020-00099, Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider GV, Greenville County Power Station, for the Rate Year Commencing April 1, 2021 Case No. PUR-2020-00100, Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider R, Bear Garden Generating Station, for the Rate Year commencing April 1, 2021 Case No. PUR-2020-00101, Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider S, Virginia City Hybrid Energy Center, Case No. PUR-2020-00102, Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider W, Warren County Power Station, for the Rate Year Commencing April 1, 2021 Case No. PUR-2020-00103

3 – Letter – Nottoway County Emergency Squad – E.B. Fisher, Captain: expressing appreciation for the County’s support and assistance with obtaining and replenishing COVID-19 personal protective equipment supplies

4 – Piedmont Senior Resources – Thomas “Jordan” Miles, III, Interim Chief Executive Officer: Comparison of 2nd Qtr FY20 to prior FY

5 –Letter – Piedmont Senior Resources (PSR) – Renee Trent Maxey, Director: Announcing her retirement effective July 31, 2020; she has served as Director of Piedmont Court Services for over 30 years

6 – Correspondence – Virginia Association of Counties (VACo) – Dean A. Lynch, CAE, Executive Director: information related to the VACo appointed COVID-19 recovery task force

7 – Minutes: Piedmont Soil and Water Conservation District Board of Directors meeting held on March 24, 2020

Administrator Roark presents the following correspondence:

1 - Building Inspector’s Report: report period May 2020

2 - Animal Control Officer’s (ACO) Report: report period May 2020

Administrator Roark informs that the County has finally received the new Animal Control truck; there are modifications, to include a rear sliding glass window and a specialized cap that must be taken care of before putting the vehicle into service. He clarifies that this new truck will be replacing the current one that has almost than 256,000 miles on it

3 - Erosion and Sedimentation Report: no report provided

4 – Administrator Roark explains that an additional appropriation of 52,912.35 is needed for Comprehensive Services Act, 28% of this will be local monies and the remainder from the State. Finance Director Katy Tomer informs that she received notice earlier in the week that the State approved the supplemental funding request also.

Supervisor Bowen makes a motion to approve the additional \$52,912.35 appropriation to Comprehensive Services. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

5 – District 1 Housing Completion: Administrator Roark asks for the Board's authorization to have County Attorney Preston Williams prepare the documents necessary to release the Deed of Trust for both Betty Coleman and Ella Johnson. Supervisor Bowen moves to authorize Attorney Williams to prepare the documents releasing the Deed of Trust for both properties. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

6 - AT&T Contract – NG911: Administrator Roark informs that he needs the Board's authorization to sign the contract between Nottoway County and AT&T to begin work necessary to accommodate the County's transition to NG911 (text to 911); the contract amount is for \$184,000 and will be paid entirely by the State's Technology provider VITA. He further explains to both newly elected Supervisor Roark and newly appointed Supervisor Shekleton that this contract is part of the agreement signed by the previous Board of Supervisors to complete the project. Vice Chairman Vaughn makes a motion to authorize Administrator Roark to sign the NG911 contract between the County and AT&T. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

7 – Letter – James W. Elliott, Attorney at Law: Requests for reimbursement of costs incurred with the collection of delinquent taxes; two statements totaling \$2,628.25. Vice Chairman Vaughn makes a motion to approve the reimbursement of costs for Attorney Elliott. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark informs of a request from Sheriff Robert Jones to obtain a credit card for his Office; the application requires the signatures of Administrator Roark and Madam Chair Simmons. Supervisor Roark makes a motion to authorizing both Sheriff Jones to obtain a credit card for his Administrator Roark and Madam Chair Simmons to sign the application. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark asks for authorization to apply for a credit card for the County Administrator's Office. Supervisor Roark makes a motion authorization the application. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark reminds that he has a matter that needs to be discussed in closed session, along with Supervisor Bowen's request to discuss personnel. Supervisor Bowen makes a motion to enter into closed session to discuss personnel (Administrative staff/specific assignment) pursuant to Code of Virginia § 2.2-3711-A-1 discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals and to discuss the possible purchase of public property pursuant to Code of Virginia § 2.2-3711-A-3 discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body and pursuant to Code of Virginia § 2.2-3711-A-5 discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community .

The Board enters closed session at 8:26 P.M.

The Board returns to open session at 9:47 P.M.

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

June 18, 2020

Supervisor Bowen makes a motion authorizing Administrator Roark to continue negotiations with the two economic development prospects discussed in closed session. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen makes a motion to authorize the County Administrator's office to prepare the specifications for the Phase II of the animal shelter that was discussed in closed session. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

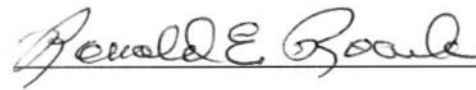
The Board took no action taken relating to personnel matter discussed in closed session.

Supervisor Roark expresses appreciation to everyone for what he suggests has been a very productive month for the Board and shows its forward progression.

There being no further business to come before the Board, Supervisor Bowen makes a motion to adjourn the meeting. The motion received a second from Supervisor Roark. Following a voice vote, Madam Chair Simmons adjourns the meeting at 9:50 P.M.



Chair



Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

June 18, 2020

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 1 – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments of schools of public institutions or higher education where such evaluation will necessarily involve discussion of the performance of specific individuals, and §2.2-3711 A 3 - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and § 2.2-3711 A 5 – Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

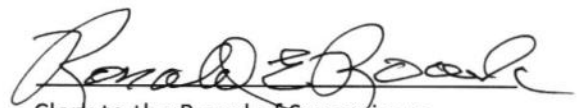
AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING:


Clerk to the Board of Supervisors

June 24, 2020

OFFICIAL MINUTES

Call to Order:

Carolyn Davis, Chair, called the meeting to order at 2 p.m., on June 24, 2020 in the office of the Clerk of the Court,

Attendees:

The following persons were present: Carolyn Davis, Harold Tony Burgess, Erwin B. (Sonny) Abbott, and Angela Stewart. Visitors present were: Thomas Crews, Wanda Eley, and Mel Crawford.

As part of the Canvas and consistent with the Code of Virginia the meeting went to closed session to discuss Provisional Ballots. Upon completion of the review the meeting returned to open session and each member (Ms. Davis, Mr. Burgess and Mr. Abbott) certified that the only things discussed were Provisional Ballots. Candidate D. Gade, receiving the plurality of votes and three (3) additional provisional votes was declared the winner of the Republican Primary in the County of Nottoway.

Canvass of each precinct was conducted and the official totals obtained. Any errors from the polls are incorporated in the minutes and attached.

During the Call to Order the Chair, Carolyn Davis, indicated that questions would be taken at the end of the meeting. Those Citizens in attendance were asked if they had questions and none were offered. One of the Board members suggested there were questions/concerns during the events just prior to the Primary and wished to continue the meeting. The Chair and Vice Chair acknowledged and the meeting continued. Two of the three citizens departed, Mr. Crews remained.

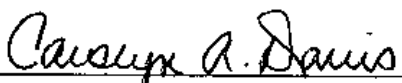
Open Discussion after the Canvas:

Reference: What is a Meeting? Can two Board members be in the same room etc? Agreed to seek additional clarification and discuss at the next meeting.

Agreed to determine definition of "availability" prior to the November election. All agreed to the day preceding and the day following voting day required our availability. Decided that during the next meeting we would determine other duties and responsibilities to clarify changes due to two new Board members. Training and methods were also discussed and would be discussed during the pending meeting.

Agreed to meet July 16, time to be determined, at the Registrar's Office.

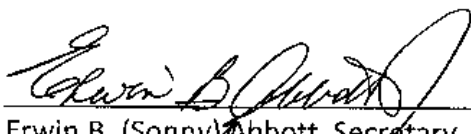
Meeting was closed by the Chair at approximately 4:10 p.m.



Carolyn Davis, Chair



H. Tony Burgess, Vice Chair



Erwin B. (Sonny) Abbott, Secretary



Nottoway County
Board of Supervisors

AGENDA

July 16, 2020

7:00 p.m.

A. CALL TO ORDER

Mrs. Simmons, Chair

INVOCATION

PLEDGE OF ALLEGIANCE

Mrs. Simmons, Chair

B. APPROVAL OF AGENDA

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Public Hearing - Virginia Electric & Power Co. substation
2. Public Hearing - Jody Crown-Auto Sales & Service Business

F. DEPARTMENTAL REPORTS

1. Highway Department - Dianna Bryant
2. School Board
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center

6. Landfill Report
 - A. Leachate Report
 - B. Monthly Waste Report
 - C. Proposal Tipping Fee Increase
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report - Mr. Roark

G. UNFINISHED BUSINESS

1. Budget Committee - Health Insurance
2. Budget Committee - Resource Officers
3. Animal Shelter

H. NEW BUSINESS

1. Resignation - Judge Royall - Piedmont Senior Resources
2. Resignation - Mrs. Scott - appointment of replacement - Library Board
3. Report of Corona Virus Relief Fund Committee
4. Commonwealth Regional Council

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson, Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

K. INFORMATION ITEMS

1. Letter - James Morton
2. Letter - DEQ
3. Letter - Civil War Trails
4. Letter - Barbara Hill

5. Letter - Shirley Gilliam

6. Letter - FEMA

7. Minutes

8. Abstract of Votes

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report

2. Animal Control Officer's Report

3. E & S Report

4. Letter - Virginia Loggers Association

5. \$2,000 Grant - Building Inspector

6. Appointment of Deputy Clerk

7. Covid-19 Testing

8. Dispatch Training Grant

9. Emergency Services Assoc. - Update

Closed Session to Discuss Prospective Business -
Section 2.2-3711-A-5

**M. COMMUNICATIONS, INSTRUCTIONS
OF MEMBERS OF THE BOARD**

Mr. Vaughn

Mrs. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

July 9, 2020

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 09TH DAY OF JULY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the work session to order at 7:00 p.m.

Supervisor Steve Bowen provided the invocation.

Madam Chair Simmons states the purpose of the work session is to review and discuss upcoming content to come before the Board of Supervisors.

Presentation - Melody Foster, Executive Director – Commonwealth Regional Council: Mrs. Foster re-introduces the Council's staff members, its coverage area, and its purpose; to include free grant writing with membership dues. Mrs. Foster provides information on recently awarded grant funding as well as available potential funding for other projects. She additionally provides information related to membership benefits. Mrs. Foster informs that membership dues for the Council is \$19,000 a year; she explains that there is potential for a portion of those dues to be returned under certain circumstances.

Supervisor Roark asks Mrs. Foster if the three Towns would be able to utilize the Council's services if the County joins; she assures they can. He also asks if the Council would be able to assist the Town of Crewe with much needed water line upgrades. She states there are many possibilities they can research in attempts to help Crewe.

Supervisor Shekleton asks Mrs. Foster if there are any additional fees beyond the annual membership dues. Mrs. Foster explains that unless they are asked to provide a service outside of their normal member services, such as a Comprehensive Plan or Re-districting, there would be no other fees.

Supervisor Bowen asks how locality project priorities are decided. She indicates that most all projects can be worked on simultaneously; project deadlines or situational severity can potentially push a project's priority over others. She lastly advises that the Council also sends out monthly project updates to keep all members informed.

Supervisor Roark asks Mrs. Foster for an estimate on completing the County's Comprehensive Plan; she offers \$50,000 as an answer. Supervisor Bowen suggests that he doesn't want the moratorium on solar facilities to continue for another two years; the potential time it can take to complete a comprehensive plan re-write.

Administrator Roark informs there will be a free to the public COVID-19 testing event held at Nottoway High School on Saturday, July 25, 2020 from 10:00 A.M. until 2:00 P.M. He has this information scheduled to be advertised for the next two weeks in the local newspapers.

Administrator Roark informs that he has received a letter from Mrs. Connie Scott resigning her position on the Nottoway County Public Library Board of Trustees.

Administrator Roark briefs the Board on the following public hearings that are advertised for the July 16, 2020 regular meeting:

1 – Special Exception Permit – Virginia Electric & Power Company: Request to construct a new substation on property located off Route 624 – Inverness Road in Haytokah District; property is zoned RR-Rural Residential and is listed to KSH Properties #1 Boswell, LLC

2 – Special Exception Permit – Jody Crown: Request to place an auto sales and service business on property located off East Patrick Henry Highway in Haytokah District; property is zoned General Business and is listed to James R. Thorpe, Trustee

Administrator Roark provides details on the following items that will be on the agenda for the Board to consider at its regular meeting to be held on Thursday, July 16, 2020:

The County has received a 2020 Virtual Training Support grant award of \$2,000 from the Virginia Department of Housing and Community Development. The funds will be used to purchase a laptop for the Building Official to have mobile access to necessary building codes and training materials.

Administrator Roark will be asking the Board to consider appointing County Finance Director Katy Tomer as the Deputy Clerk to the Board with a stipend of \$350 per month.

Terry J. Royall, Judge has submitted a letter announcing her resignation from the Board of Directors of Piedmont Senior Resources.

The School has submitted a letter informing of their wish to return the remainder of the School Fund balance, as of June 30, 2020 (\$30,685.91), to the General Fund with the request that it gets re-appropriated back to the School during the 20-21 year to support additional cleaning and safety supplies needed due to the COVID-19 pandemic.

Supervisor Bowen suggests the Board needs to be prepared for the potential budgetary impacts to the Schools due to pending decisions on how it will proceed with re-opening for the fall term.

Supervisor Shekleton provides a report of the Budget Committee relating to the following

1 – School Resource Officer (SRO) – during a recent meeting with School Board members, Superintendent Dr. Grimes, and Sheriff Robert Jones the School provided their vision on how a SRO would be utilized; the Committee feels it is not likely they will recommend to approve all five grant awards but have discussed approving two. Supervisor Shekleton continues that the Committee plans to require a detailed estimate on what the costs to the County will be for each award.

The Committee acknowledges that any approval on the grant awards would need to come with contingencies on the possibility that due to COVID-19 the grant may not be renewed for the additional three years, and the potential for the County's loss of revenue to be greater than expected. The Committee suggests looking into the possibility of shared funding between the County and the School.

Supervisor Shekleton additionally acknowledges that there is proposed legislation to come before the General Assembly during its upcoming Special Session in August to remove law enforcement officers from School Systems entirely.

Administrator Roark clarifies that the Board can authorize signing the contracts to meet the deadline; this does not obligate the County to spending any awarded funds.

Supervisor Roark encourages shared funding suggesting that since the School has an established precedence of pre-paying items, they can do the same for the required local match to the grant funding.

Administrator Roark provides a breakdown of the associated expenses related to hiring the additional officers to serve as SRO; the cost per Officer (using an entry-level salary and fringes) would be \$53,368. Each grant award would cost the County over \$6000 per officer before expenses related to training, uniforms, and vehicles.

Supervisor Shekleton states that she has contacted adjoining localities seeking their experiences with implementation and utilization of school resource officers; most all was positive. She also explains that the Officers were not being utilized for student disciplinary actions, only if a criminal activity was committed.

2 – Employee Health Care Coverage: during a meeting with the County's current insurance broker, Barbara Bailey, it was revealed that Anthem is the only company that would provide a quote; the other companies could not compete with what Anthem was offering. Mrs. Bailey was able to negotiate a plan renewal, with no reduction in coverage, with no premium increase.

Supervisor Roark urges the Board to consider addressing the County's insurance renewal process earlier than it is normally handled to allow more negotiating time with other potential companies.

Supervisor Shekleton reads a report of the federal CARES coronavirus relief funds committee, stating that the first meeting of the Committee was today. The Committee discussed how other localities are handling the funding and have a better consensus on how Nottoway will approach recipient funding. The Committee members will be reviewing the applications received to date and will report back to the Board.

The following reports/items will be included on the agenda for the July 16, 2020 regular meeting:

- 1 – Building Inspector's Report – June 2020
- 2 – Animal Control Officers' Report – June 2020
- 3 – June 2020 Nottoway County Landfill waste report; average of 82.41 tons per day
- 4 – June 2020 Nottoway County Landfill Leachate disposal record; 636,000 gallons were hauled in June 2020
- 5 – Piedmont Regional Jail Authority Feb – May 2020 Jurisdiction Report, May & April 2020 Billing Report, April & May 2020 Transportation Report
- 6 – Abstract of votes for the 2020 June Republican Primary Election held on June 23, 2020
- 7 – Letter from James Morton requesting for the Confederate monument located on the Courthouse Complex to be removed
- 8 – Notification letter from the Virginia Department of Environmental Quality concerning the Virginia Pollutant Discharge Elimination System Permit No. VA0025194 – Town of Blackstone Wastewater Treatment Plant
- 9 – Request to appoint Mrs. Carolyn W. Leslie to the Nottoway County Public Library Board of Trustees
- 10 – Information on Civil War Trails, Inc.
- 11 – Minutes – Piedmont Regional Jail Authority Board, Nottoway County Public Library Board of Trustees
- 12 – Citizen letter of appreciation/support for the Nottoway County Animal Control Officers
- 13 – Census response rates/map for Nottoway County and its Towns
- 14 – Information relating to the Federal Emergency Management Agency Emergency Non-Congregate Sheltering during the COVID-19 Public Health Emergency; FEMA Policy 104-009-18

July 09, 2020

Supervisor Roark, Chair of the Personnel Committee, has requested to discuss the County's Personnel Policy and procedures; strongly urging the Board to take action to have these updated. He suggests seeking proposals from qualified companies to complete an update of the current policy. Administrator Roark informs that he has recently found out that the County's insurance provider, Virginia Risk Sharing Association (VRSA), will take a member's current policy and offer suggestions for inclusion and/or removal.

Supervisor Roark recommends implementing employee evaluations, specifically commencing as early as August or September and being concluded by end of the chosen month. He additionally recommends that either a Committee of the Board or the entire Board would perform the evaluations of Administrator Roark and Assistant Administrator Prosise. Madam Chair Simmons explains that any evaluation of Administrator Roark would be with the entire Board.

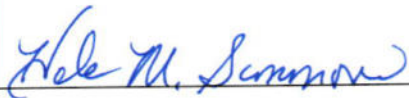
Supervisor Bowen doesn't agree with the Assistant County Administrator being included in that initial evaluation as this position, like all others, is under the direct supervision of the County Administrator. It is the consensus of the Board to have Administrator Roark contact VRSA about reviewing the County's current policy.

Vice Chairman Vaughn asks if the Board would consider not holding a work session in August; if there is nothing pressing to come before the Board. It is the consensus there will be no work session scheduled for August. The Board also asks Administrator Roark to add the Commonwealth Regional Council to the agenda for the regular July meeting.

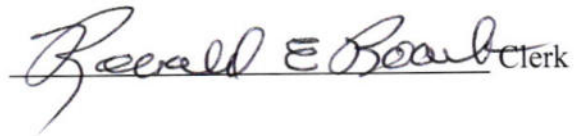
Madam Chair Simmons asks if there are any other items anyone needs/wants to discuss.

Supervisor Shekleton reports on her recently attended, first, CARES meeting. She relays concerns from the members who have invested a significant amount of time and resources on this initiative. They feel as if the lack of action by the County is discouraging the members and effecting potential fundraising efforts; they desire feedback of some sort from the Board of Supervisors. Supervisor Shekleton will provide a complete report at the regular July meeting.

There being no further business to come before the Board, the work session was adjourned at 8:22 p.m.



Chair



Clerk

July 16, 2020

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 16TH DAY OF JULY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY
PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Supervisor Bowen provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons asks if there are any additional items that need to be placed on the agenda for the night's meeting.

Supervisor Roark requests to add an item under New Business; either send the Statue removal request to the Courthouse/Landfill Committee or consider appointing an oversight Committee for this purpose.

Administrator Roark announces that he has two items that need to be added to his section; the Delinquent Tax list and direct deposits for County employees.

Supervisor Roark makes a motion to approve the agenda, including amendments. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The minutes of the June 10, 2020 work session, the June 18, 2020 regular Board meeting, and the July 09, 2020 work session were presented. Vice Chairman Vaughn moves to receive and adopt the June 10, 2020, June 18, 2020 and July 09, 2020 minutes as presented. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks if there are any delegations from the public:

Bill Outlaw, member of the Nottoway County School Board: Mr. Outlaw suggests that the County's children need special consideration when considering approving the awarded grants for School Resource Officers. He asks the Board to reconsider approving more than two School Resource Officers. He suggests as an absolute minimum the Board should approve three; four would be more effective.

Mr. Outlaw reports that he has been told that Sheriff Jones has stated that he cannot handle more than two School Resource Officers (SRO). Sheriff Jones is present and clarifies that he cannot get five SRO in place prior to the opening of schools in the fall.

Nottoway School's Superintendent Dr. Tameshia Grimes is present and outlines the School Board's plan for the reopening of Schools for the 20/21 year. She explains that students in Pre-K will attend Monday, Tuesday, Thursday and Friday, all other grades will be divided and only attend two days a week; distance learning will be utilized all other days. For grades other than Pre-K, some students will attend Monday and Tuesday, others will attend Thursday and Friday. She states that Wednesday of each week will be used as a staff development day for teachers and cleaning/sanitizing day for all School facilities.

Audrey Brown – President, Nottoway Branch of the NAACP: requesting the Board to comply with the law that gives governments ability to relocate monuments; asks for the statue of General George Pickett located on the Courthouse Complex to be relocated

Mark A. Fathbruckner: States that he has family members' names on the Memorial and suggests that it should not be removed/hidden; he says that it stands for something and that should be respected

William H. Clarke: Urges that Board that with new laws allowing the Board to do what is right they should remove the statue from the public space

Richard Hawkins: Mr. Hawkins states he is a resident of District 1 with no known family members on the Courthouse memorial; he compares the Courthouse memorial with a similar monument located in Seay Park in the Town of Blackstone. He states the only difference is the time the war was fought and that civil war soldiers are no less honorable than those that served during other battles. Mr. Hawkins suggests a referendum should be a viable but last option.

Stuart Cardwell: Mr. Cardwell urges that the monument located on the Courthouse Complex is a memorial; not a statue. He adds that the memorial is not a tribute to the war fought, it is a tribute to the soldier's efforts and any attempts at removing it will be to erase history.

Sarah Allen: Ms. Allen says she has noticed the Board's lack of urgency on the statue removal. Ms. Allen comments on events of public teridentures that happened in Nottoway County in its past and suggests the memorial on the Courthouse Complex does not honor those that lost their lives from those events.

Ashley Love Davis: Ms. Davis suggests that most everyone has been educated on the Confederacy and using the excuse that its History has to stop. She explains that there is an African-American museum in Washington, DC so this race will have an appropriate central location to honor their heritage and its progression and feels this Statue should be placed somewhere similar.

Clarence Hawkes: Mr. Hawkes strongly urges the removal of the Confederate Memorial; suggests it represents the belief that slavery should be enforced and the beliefs of someone that does not believe in the Constitution of the United States. He further suggests it encourages full scale discrimination.

Thomas Crews: Mr. Crews, a citizen of District Four, has family member's names on the memorial yet requests that the Board remove it from the Courthouse Complex. He suggests the memorial does not define the Citizens of Nottoway County, nor does it define the path they want to take for the future.

Sonny Abbott: Mr. Abbott questions the accuracy of the Schools' June (end of fiscal year) spenddown; implies year after year there is an excess of funds remaining and the Board should want to know why. Mr. Abbott suggests that the Board should deny the Schools' request to carryover funds and in that same request require it to be returned in the new fiscal year.

Darrel Garber: Mr. Garber expresses concern for the direction of the Country; suggests the actions of today's society mimic the actions of Nazis from long ago.

Charles D. Vaughn: suggests the Black Lives Matter Group is leading the rioting and destruction; implies they are Marxists and they will break the law to support their purpose and good people do not do these things. Mr. Vaughn urges that people need to look at God and fear him; not fear the history. He wishes for the Courthouse memorial to stay right where it is.

Madam Chair Simmons reads aloud letters from citizens that are not present at the meeting:

Tuckie Kile: Mrs. Kile has family names on the memorial and asks that it not be removed from its current location at the Courthouse

Linda Loveday: Mrs. Loveday asks the Board to keep American history intact and not remove the Courthouse memorial

Danny Loveday: Mr. Loveday asks that the Board not remove the Courthouse Memorial

Madam Chair Simmons reports on her own research relating to the Courthouse Memorial and feels that forming a Committee (as suggested by Supervisor Roark) will only delay a decision that needs to be made now.

A citizen speaks out loud and suggests the judgement of the Supervisors should not decide the memorials fate; states a referendum would provide an honest answer.

Supervisor Roark explains his request for a Committee appointment and urges Madam Chair Simmons that in a short amount of time he strongly believes there will be a productive resolution to this matter.

Vice Chairman Vaughn interjects that he did not come tonight to take a vote; he came to listen. He does not agree that a Committee should be appointed but does agree that more time is needed for the Board to take action; if any.

Supervisor Bowen states that if a vote is taken tonight, the potential for more divide in the County is strong.

County Attorney Preston Williams offers a point of clarification for the Board; should they choose to send the matter to a referendum they are legally required to hold a public hearing before such petitioning of the Court can happen.

Supervisor Shekleton offers her support for taking the time to make an informed decision.

Madam Chair Simmons offers her opinion stating that the divide does exist; it exists between the races and that everyone needs to learn to get along. She suggests that unless you are a black person you cannot understand how this race feels; both about its past and its present.

A member of the Lunenburg Board of Supervisors is present and reports that they were recently faced with the same issue and they chose to send it to a referendum so the citizens have ample time to help educate each other.

Administrator Roark offers reflections on his career and the recent scrutiny he has come under and informs that he asked the Personnel Committee to review his salary, to see if they thought it was out of line. Each Board member offers their support of Administrator Roark. Supervisor Shekleton urges that Administrator Roark works at the discretion of the Board and any such criticism should be directed at them

Supervisor Shekleton provides information related to her research on salaries of County Administrators and the findings support the current salary of Administrator Roark; especially with his years of service

Madam Chair Simmons comments on questions raised about a proposed stipend for a County employee; she supports the stipend and the employee and even further acknowledges all of the strong staff the Board has supporting them.

The Board held the following public hearing:

1 – Special Exception – Virginia Electric and Power Company: request to construct a new substation on property located off Route 624 – Inverness Road in Haytokah District; property is zoned RR-Rural Residential and is listed to KSH Properties #1 Boswell, LLC

Madam Chair Simmons asks if there is anyone present wishing to speak, either for or against, the Virginia Power request;

Gregory A. Baka, Agent for Virginia Electric and Power Company, offers that the expansion of both the Luck Stone Quarry and the Virginia Center for Behavioral Rehabilitation are the driving factors for the request and need for increased electrical load. He reports the substation should provide no apparent detriments for adjoining property owners.

Supervisor Roark asks if Virginia Electric would be willing to amend its planned tree buffer so as to be the most effective. Mr. Baka describes a suitable explanation of the planned buffer.

Administrator Roark informs the Planning Commission heard the request and recommend approval. Supervisor Bowen makes a motion to approve the Virginia Electric and Power Company special exception request as presented. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

2 – Special Exception – Jody Crown, Agent: request to place an auto sales and service business on property located off East Patrick Henry Highway in Haytokah District; property is zoned General Business and is listed to James, R. Tharpe, Trustee

Madam Chair Simmons asks if there is anyone present wishing to speak, either for or against, the Jody Crown request;

Jody Crown, Agent, describes her planned venture and suggests it will look very similar to the original J.R. Tharpe Trucking operation previously located on the property.

Administrator Roark informs the Planning Commission heard the request and recommend approval. Supervisor Bowen makes a motion to approve the Jody Crown special exception request as presented. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board receives the following Department reports:

1 - Highway Department:

A – Virginia Department of Transportation – Petersburg Residency/Nottoway Area Headquarters: Maintenance Report for the month of June 2020

July 16, 2020

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on July 09, 2020; minutes of a work session and regular meeting of the Nottoway County School Board meeting held on June 11, 2020, four Budget adjustments

1 – Budget Adjustment – CARES Act Revenue - \$691,127.77

REVENUES:

3-201-33084-0425	CARES Ace Revenue	\$691,127.77
		<u>\$691,127.77</u>

EXPENDITURES:

4-201-61310-1620-200-500-590	Tutoring Sup Salary Elem	\$ 65,817.80
4-201-61310-1620-300-500-590	Tutoring Sup Salary Sec	65,817.81
4-201-61310-2100-200-500-590	FICA Elem	6,000.00
4-201-61310-2100-300-500-590	FICA Sec	6,000.00
4-201-61310-3001-200-100-590	Private School Set-a-side	86,720.53
4-201-61310-3000-200-200-590	Pur Services Sped Elem	75,132.00
4-201-61310-3000-300-200-590	Pur Services Sped Sec	75,132.00
4-201-63200-6008-900-000-590	Transportation Fuel	34,802.68
4-201-64200-6006-900-000-590	Custodial Cleaning Supplies	40,000.00
4-201-68100-6000-900-000-590	Inst Technology Supplies	190,000.00
4-201-68100-3000-900-000-590	Inst Tech Pur Services	27,680.95
4-201-63200-1775-900-000-590	Tutor Drivers	16,740.00
4-201-63200-2100-900-000-590	FICA Drivers	1,284.00
		<u>\$691,127.77</u>

2 – Budget Adjustment – NMS School Improvement Grant - \$72,356.96

REVENUES:

3-201-33020-0270-300	NMS School Improvement Grant (new award)	\$72,356.96
		<u>\$72,356.96</u>

EXPENDITURES:

4-201-61310-1620-200-100-540	Supplemental Sal Elem	\$13,330.00
4-201-61310-2210-200-100-540	FICA Elem	1,019.75
4-201-61310-3000-200-100-540	Purchased Services Elem	14,573.04
4-201-61310-5500-200-100-540	Travel Elem	750.00
4-201-61310-6000-200-100-540	Materials & Supplies Elem	6,505.69
4-201-61310-1620-300-100-540	Supplemental Sal Sec	13,330.00
4-201-61310-2100-300-100-540	FICA Sec	1,019.76
4-201-61310-3000-300-100-540	Purchased Services Sec	14,573.04
4-201-61310-5500-300-100-540	Travel Sec	750.00
4-201-61310-6000-300-100-540	Materials & Supplies Sec	6,505.68
		<u>\$72,356.96</u>

3 – Budget Adjustment – VPSA Backpack Initiative - \$73,600.00

REVENUES:

3-201-41040-0050	VPSA Backpack Initiative (new award)	\$73,600.00
		<u>\$73,600.00</u>

EXPENDITURES:

4-201-68100-8300-900-000-100	Instructional Technology Hardware	\$73,600.00
		<u>\$73,600.00</u>

4 – Budget Adjustment – GO TEC - \$137,467.00

REVENUES:

3-201-24020-0130	GO TEC (new grant)	\$137,467.00
		<u>\$137,467.00</u>

EXPENDITURES:

4-201-61310-6000-200-100-520	Materials & Supplies	\$137,467.00
		<u>\$137,467.00</u>

Administrator Roark informs the Board cannot take action on the Budget adjustments as they require a public hearing due to the large amount of amendment to the FY21 Budget. The Board requests to advertise this for the August regular meeting.

A – Nottoway County Public Schools – Amy Eberly, Director of Finance: request to return the remaining School Fund balance of \$30,685.91 to the General Fund with the additional request that it gets re-appropriated back to the School during the 20/21 year to support additional cleaning and safety supplies needed due to the COVID-19 pandemic

3 - Health Department – Howard Nash, MD FCAP: no report provided

4 - Economic Development Committee: Administrator Roark informs the Committee will meet on July, 23, 2020

5 - Regional Jail Authority Report & Juvenile Detention Center: Mar 2020 – May 2020 Piedmont Regional Jail Authority Jurisdiction Report, May 2020 Piedmont Regional Jail Authority Revenue Report, April 2020 Piedmont Regional Jail Authority Transportation Report, Feb 2020 – April 2020 Piedmont Regional Jail Authority Jurisdiction Report, April 2020 Piedmont Regional Jail Authority Revenue Report, May 2020 Piedmont Regional Jail Authority Transportation Report

Administrator Roark informs that Nottoway has now surpassed Prince Edward County as the largest user of the Jail.

6 - Landfill:

A – June 2020 Leachate Disposal Record; 636,000 gallons hauled

B – June 2020 Nottoway County Sanitary Landfill waste report; average of 82.41 tons of waste per day received; Administrator Roark explains the increase over the last few months due to demolition debris from a large job at Fort Pickett

C – Proposed Landfill Tipping Fee increase – current fees are as follows:

<u>Items:</u>	<u>Price:</u>
Garbage/Trash	\$37.00
Daily fee after 10 days	\$1.00
Tires	\$150.00
Sludge	\$54.00
Large Container Pickup – Misc. User	\$117 per pick up + \$37.00 per ton
Small Container Pickup – Misc. User	\$35.00 per pick up + \$37.00 per ton
Large Container Pickup – Full Time	\$98.00 per pick up + \$37.00 per ton + \$20.00 per month lease fee
Small Container Pickup – Full Time	\$35.00 per pick up + \$37.00 per ton + \$20.00 per month lease fee

Surrounding Localities Landfill Tipping Fees (for comparison)

Dinwiddie	\$45.00
Greensville	\$56.00
Boydton	\$40.00
Petersburg	\$41.00
Victoria	\$41.00
Shoosmith	\$41.00
Lawrenceville	\$50.00

Proposed fee amendments are as follows:

<u>Items:</u>	<u>Price:</u>
Garbage/Trash	\$42.00
Daily fee after 10 days	\$10.00
Tires	\$200.00
Sludge	\$104.00
Large Container Pickup – Misc. User	\$150.00 per pick up + \$42.00 per ton
Small Container Pickup – Misc. User	\$75.00 per pick up + \$42.00 per ton
Large Container Pickup – Full Time	\$98.00 per pick up + \$42.00 per ton + \$35.00 per month lease fee
Small Container Pickup – Full Time	\$75.00 per pick up + \$42.00 per ton + \$35.00 per month lease fee

Supervisor Shekleton provides a report from the Budget Committee reflecting an operating loss for the Nottoway County Landfill for fiscal year 19/20 and explains the intent with the new fees is to help reduce the possibility for future loss.

Vice Chairman Vaughn makes a motion to advertise the proposed changes to the Nottoway County Landfill Tipping Fees as presented. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

7 - Fort Pickett Redevelopment Authority: there is nothing to report at this time

8 - Planning Commission Report: The Planning Commission did meet for July and heard the same two public hearings as the Board tonight; additionally they discussed possible zoning changes for signage

The Board revisits the following old business:

1 – Employer sponsored Health Insurance Plan: Supervisor Shekleton informs of the Budget Committee's recommendation that the County maintain a contract with its current Broker, Barbara Bailey/Towne Banks, and renew its policy with no premium increases; other major Carriers were asked for quotes but they either declined or were not competitive.

Supervisor Roark makes a motion to accept the premium renewal through Anthem, brokered through Towne Banks, with no premium increases. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

2 – School Resource Officers (SRO): Supervisor Shekleton reports on a recent meeting the Budget Committee held with the School Superintendent, Dr. Grimes, members of the School Board and Nottoway Sheriff Robert Jones. She explains that during the recent meeting, the School representatives outlined their views on how SROs would be utilized in the Schools.

As a result of the joint meeting, suggestions from Sheriff Jones, potential financial impact to the County due to revenue loss associated with COVID-19, proposed legislation set to come before the General Assembly during its special session scheduled in August 2020 seeking the removal of law enforcement officers from schools, and discussions of the Budget Committee, it is the Committee's recommendation to accept only two grant awards.

Sheriff Jones offers comments relating to what his Office can handle as far as quantity of grant awards accepted, how they will be managed by his Office, and the future staffing impacts if all five awards are accepted.

Supervisor Roark makes a motion to follow the suggestions of Sheriff Jones and the recommendations of the Budget Committee and proceed with acceptance of two grant awards for School Resource Officers. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Animal Shelter: A Request for Proposal for architectural and design services for a proposed new Shelter is being advertised in the Richmond Times Dispatch on Sunday, July 19, 2020

Supervisor Shekleton provides a report from the most recent CARES meeting; donations to date are just over \$16,000 and the 501C-3 non-profit designation has been awarded. She acknowledges that of the FY20 allocation for the animal shelter project there was \$14,477 remaining that was carried over to be added to the FY21 allocation of \$20,000. The CARES group is seeking progressive action showing confirmed commitment from the Board. Supervisor Shekleton vows to continue to keep the lines of communication open between the Board and the Committee.

The Board considers the following new business:

1 – Resignation: Terry J. Royall, Judge has resigned from the Board of Directors of Piedmont Senior Resources; Administrator Roark will send a letter to Judge Royall thanking her for her service.

2 – Resignation: Both Tanya Wilkerson and Connie J. Scott have resigned from the Nottoway County Public Library Trustee Board of Trustees

Supervisor Bowen makes a motion to appoint Carolyn W. Leslie to the Nottoway County Public Library Board of Trustees. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carries as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Vice Chairman Vaughn makes a motion to appoint Verna Rhoades to the Nottoway County Public Library Board of Trustees. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board requests for a letter of commendation to be sent to both Mrs. Scott and Mrs. Wilkerson for their service on the Library Board.

3 – Committee Report – Federal CARES Relief Funds: Madam Chair Simmons explains that after the Committee met and discussed funding guidelines, in addition to a review of the applications received to date (23), they have a better understanding on how best for the County to proceed with funding requests.

4 – Commonwealth Regional Council: Administrator Roark reminds every one of the presentation made at last week's work session by Executive Director Melody Foster. Director Foster provided a brief outline of the services CRC could provide for the County as well as additional benefits of being a member; the annual dues are \$19,000.

Vice Chairman Vaughn makes a motion to re-join the Commonwealth Regional Council. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Vice Chairman Vaughn makes a motion to appoint Supervisor Bowen as Nottoway's elected Official on the Commonwealth Regional Council; Assistant County Administrator John Prorise will serve as the alternate. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Reports, requests, and recommendations of Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: nothing to report

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: the Courts are in the process of making plans to accommodate numerous upcoming Jury trials and uphold the required social distancing

Madam Chair Simmons presents the CONSENT CALENDAR; there are no items for consideration. Supervisor Bowen makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – Letter – James Morton: Expresses support for relocating the Confederate Monument located on the Nottoway Courthouse Complex

2 – Letter – Virginia Department of Environmental Quality – Adam C. Eller, Water Permit Writer, Sr.; Notification to Local Government of a permit application for a Virginia Pollutant Discharge Elimination System (VPDES) permit from the Town of Blackstone, VA

3 – Letter – Virginia’s Crossroads - Magi Van Eps, Chair: provides information related to Civil War Trails and how the region is represented and benefits as part of that travel and tourism program

4 – Email – Barbara (Hill) Ashmore: Expressing appreciation and praise for both of the Nottoway County Animal Control Officers; Kim Lindberg and Sheila Estes

5 – Correspondence – US Census Bureau – Shirley Gilliam: 2020 Census response rate maps for Nottoway County and the Towns of Blackstone, Burkeville and Crewe

6 – Information relating to the Federal Emergency Management Agency (FEMA) Emergency Non-Congregate Sheltering program during the COVID-19 Public Health Emergency

7 – Minutes: minutes of the Piedmont Regional Jail Authority Board meeting held on May 20, 2020, minutes of the Nottoway County Public Library Board of Trustee meeting held on May 20, 2020

8 – Abstract of Votes cast in Nottoway County, Virginia at the 2020 June Republic Primary Election held on June 23, 2020 for member of the United States Senate

Administrator Roark presents the following correspondence:

1 - Building Inspector’s Report: report period June 2020

Administrator Roark informs that Nottoway County’s Building Code Official Dean Lewis is currently out of work and being quarantined pending the outcome of COVID testing; the Amelia County Building Code Official will be filling in as needed.

2 - Animal Control Officer’s (ACO) Report: report period June 2020

3 - Erosion and Sedimentation Report: no report provided

4 – Letter – Virginia Logger’s Association (VLA): Seeking an answer to their request included in the June 18, 2020 Board package for local jurisdictions to exempt all personal property and tools & machinery tax on forest harvesting and silvicultural equipment

The Board takes no action on the VLA request.

5 – Letter – Virginia Department of Housing and Community Development (VDHCD) – Sandi Morris, Director, Virginia Building Code Academy: VDHCD has awarded Nottoway County 2020 Virtual Training Support Grant funding in the amount of \$2,000; to be used for the purchase of a laptop for the Building Official to have mobile access to Building Codes and online training materials

Supervisor Roark makes a motion to approve the \$2,000 Grant award and appropriate the funds to the Building Official's budget. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

6 – Appointment of Deputy Clerk: Administrator Roark asks the Board to appoint Katy Tomer as Deputy Clerk to the Board of Supervisors with a stipend of \$350 per month.

Supervisor Roark offers comments stating that he would not be able to vote for the stipend stating that there are other County employees that are deserving of more money also. He also reminds of the Board's precedence to make such salary/wage changes during Budget time.

Supervisor Shekleton provides information relating to the number of hours Ms. Tomer works outside of the normal Business hours to include the number of Board/Committee meetings she has attended in the last 18 months.

Ms. Kingery questions the statistical data reported earlier in the meeting by Supervisor Shekleton relating to the salary of County Administrator Roark. Supervisor Shekleton states that she used relevant information provided from a study completed by the Virginia Association of Counties that was specific to the position of County Administrator.

Following a discussion by the Board, to include Katy Tomer, it was clarified that Ms. Tomer's job description has never included attending the Board/Committee meetings Supervisor Roark makes a motion to approve the appointment of Katy Tomer as Deputy Clerk to the Board of Supervisors with a stipend of \$350 per month. The motion received a second from Vice Chairman Vaughn. The motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

7 – COVID-19 Testing: The Virginia Department of Health will be offering free COVID-19 testing to the Community on Saturday, June 25, 2020 from 10: A.M. until 2:00 P.M. at the Nottoway County High School; those wishing to participate must wear a face covering, maintain social distancing of at least 6' at all times, and inform the healthcare providers if they are currently having symptoms

8 – Letter – Virginia 9-1-1 Services Board – Lisa Nicholson, Public Safety Program Specialist: Nottoway (Dispatch) has been awarded FY21 PSAP Education Program grant funding in the amount of \$3,000; for 9-1-1 and GIS education and training opportunities

Supervisor Roark makes a motion to approve the Virginia 9-1-1 Services Board grant funding and appropriate it to the Central Dispatch budget. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

9 – Nottoway County Emergency Services Association: Dion Tomer, Fire Chief of Blackstone Volunteer Fire Department, has assumed the role as President of the Association following the resignation of John Schutt, Fire Chief of Burkeville Volunteer Fire Department

Administrator Roark informs that he has received the delinquent tax listing from Treasurer Myatt. Supervisor Roark makes a motion to advertise the List in the local newspapers. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark asks the Board to consider requiring direct deposit for the County employees effective September 01, 2020; it is currently voluntary. Vice Chairman Vaughn makes a motion to make direct deposit mandatory for County employees effective September 01, 2020. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark informs that he has a matter that needs to be discussed in closed session. Vice Chairman Vaughn makes a motion to enter into closed session to discuss a prospective Business pursuant to Code of Virginia § 2.2-3711-A-5; discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

The Board enters closed session at 9:38 P.M.

The Board returns to open session at 9:47 P.M.

July 16, 2020

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

Supervisor Bowen makes a motion to authorize Administrator Roark to have an appraisal completed on the Piedmont Park property it owns in Burkeville. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen makes a motion to authorize Administrator Roark to sign the Tobacco Grant resolution. The motion received a second from Vice Chairman Vaughn. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

There being no further business to come before the Board Madam Chair Simmons adjourns the meeting at 9:47 P.M.

Helen M. Simmons Chair Ronald E. Roark Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

July 16, 2020

MOTION:

To enter Closed Session pursuant to Code of Virginia § 2.2-3711 A 5 – Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Clerk to the Board of Supervisors

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 20TH DAY OF AUGUST IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY
PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Supervisor Bowen provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons announces that she will be amending the agenda; she will be moving the Report of the Courthouse Memorial Statue Study Committee to the beginning of the meeting.

Administrator Roark announces that he has two items that need to be added to his section; responses to the Request for Proposal for the Animal Shelter and a Freedom of Information Act (FOIA) request. Additionally, he informs that Supervisor Roark would like to add two items also; a report from the Personnel Committee with time to discuss procedural questions, and a discussion on a division of the County moving forward.

Madam Chair Simmons takes the time to clarify her actions relating to the appointment of a Courthouse Memorial Study Committee. She explains that during the July regular Board meeting when so many citizens expressed their opinions on the future of the Courthouse Memorial she chose not to appoint a Committee at that time, even though Supervisor Roark made the suggestion to do so. After the meeting, and after rethinking the subject matter, she reconsidered her decision and chose to appoint an existing Committee to study the matter of the Memorial; the Courthouse Complex Committee comprised of Supervisors Bowen and Shekleton. Madam Chair tasked the Committee with obtaining all information possible, to include estimated costs to remove the statue, and bringing it back to the Board at tonight's meeting.

1 – Study Committee Report – Courthouse Memorial Statue: Documents as follows were included with the Committee Report:

- A – Code Section §15.2-1812 Memorials for war veterans
- B – VA SB182 2020 Regular Session; Title – War memorials for veterans; removal, relocation, etc.
- C – Letter – Frank G. Puryear: encouraging the Board to donate annually to the Piedmont Area Veterans Council
- C – Letter – Laura R. Outlaw, W. Courthouse Rd, Crewe, VA: requesting the Board not to remove the Memorial from the Courthouse
- D – Email – suggestion to cover the Statue during the week during Business hours instead of removing it
- E – Email – Celia Orr-Elzay: suggest the monument should be removed from the Courthouse Complex and the Board should entertain all thoughts/ideas on where to relocate it and what shall replace it
- F – Letter – Mary B. Baty: suggests the Memorial stay on the Complex and revisit the placement of a similar memorial for fallen Nottoway Confederate Blacks on the Complex

Supervisor Bowen provides comments related to two different meetings the Committee held. The most recent one was held on Wednesday, August 19, 2020 where they heard a presentation made by Mr. Larry Williamson, a member of the Nottoway Historical Association. Supervisor Bowen acknowledges that he was corrected; the Courthouse Memorial is not that of General George Pickett as he originally thought, it is representative of no particular soldier. Mr. Williamson did provide confirmation that the Courthouse Memorial does not contain any names of African-American soldiers. Supervisor Bowen suggests it is the position of the Historical Association that history shouldn't be torn down; new should be built. He further suggests that the citizens on both sides of the argument feel any action, or lack of, to remove or relocate the Memorial will be an injustice.

Supervisor Bowen reads aloud the Oath of Office he took when he was sworn in for the current term and makes special acknowledgement of the included terms impartially and faithfully. Supervisor Bowen urges the Board cannot impartially correct past injustice but it can petition the Court for a referendum to decide the Memorial's fate, let the people of Nottoway County vote on it and then faithfully follow what the results recommend.

Supervisor Bowen makes a motion to put the issue into a referendum and let the voters decide; he further encourages the Board to faithfully honor what the people say.

Madam Chair Simmons questions whether the Committee was able to obtain cost estimates on the removal, and possible relocation, of the Memorial. Supervisor Bowen reports there was one estimate obtained for close to \$20,000 and not from a local company; no local company has been willing to provide a cost estimate on such services.

Madam Chair Simmons offers comments on the most recent radio dialogue that was broadcast on the local radio stations; she offered those words for pure transparency. She explains that she chose to discuss the comments in the public forum at the meeting, and in front of the other Board members, as opposed to release her words to the public for their own interpretation. Lastly, she states that due to the recent public scrutiny and social media conflicts surrounding her chosen words during her radio broadcasts she will no longer be doing them.

Supervisor Roark states that if the Courthouse Memorial statue matter goes to a referendum he wants it to be on the record that he vows to honor the voice of the District two voters. Supervisor Bowen wants everyone to know he feels the same way as Supervisor Roark and would honor the voters of District One's decision.

Supervisor Roark offers a second to Supervisor's Bowen's motion to petition the Court for a referendum on the Courthouse Memorial. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	No
H. M. Simmons	No

Madam Chair Simmons clarifies that this Referendum would not make it on the November 2020 election ballot due to associated deadlines and not being able to submit the petition to the Court in time. Administrator Roark confirms that County Attorney Preston Williams will submit the necessary paperwork to the Court as quickly as he can.

Madam Chair Simmons recalls comments made by former Crewe Mayor Greg Eanes that the County (and Towns) need to seek ways to secure revenue from tourism, specifically related to cultural history, and she suggests that the Board seek assistance from the Commonwealth Regional Council to search for available grant funds to establish a museum that would house all cultures. Additionally she suggests that the Town of Crewe would be a great place for such a tourism venture.

Town of Crewe Councilwoman Susan Yeatts is in the audience and announces that she has been working on something very similar to what Madam Chair Simmons is suggesting.

Supervisor Bowen interjects that he and Assistant Administrator John Proise attended yesterday's meeting with the Commonwealth Regional Council (CRC) and Town of Crewe Manager Brian Thrower was in attendance also. He states that he will gladly offer the Cultural tourism project at the next meeting and see where they can go with it. Additionally he reports that CRC is in the process of preparing a cost estimate to update the County's Comprehensive Plan.

Vice Chairman Vaughn moves to pursue possible grant opportunities for cultural tourism through the Commonwealth Regional Council. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Vice Chairman Vaughn makes a motion to approve the agenda, including amendments. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The minutes of the May 07, 2020 special meeting, the May 21, 2020 regular Board meeting, and the July 16, 2020 regular Board meeting were presented. Vice Chairman Vaughn moves to receive and adopt the May 07, 2020, May 21, 2020 and July 16, 2020 minutes as presented. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks if there are any delegations from the public; reminding everyone that, as the Board adopted at the January 2020 Organizational meeting, each speaker will be given five minutes to speak:

Thomas Crews: Mr. Crews states that it is a cynical move to use voters as a shield and suggests that if they can't do what they were elected to do, such as make tough decisions, without help from voters than they shouldn't be an elected official

Sue Yeatts: Before Mrs. Yeatts begins her comments Madam Chair Simmons congratulates her on her recent election win to the Crewe Town Council. Mrs. Yeatts expresses her continued disconcertment with County Administrator Roark and the Board's lack of assertion of authority to hold him accountable; suggests that Mr. Roark's 47 years of tenure should have been gauged by specific tasks that have been accomplished and those that have not.

Not long into Mrs. Yeatts' remarks she is interrupted by Supervisor Roark; he states that she has been before the Board on many occasions speaking about the same subject matter and asks her what she feels the end result should be; relating to Administrator Roark. Mrs. Yeatts answers that she wants to see Administrator Roark retired out.

Supervisor Roark asks Mrs. Yeatts if she has anything that she would like to present to the Personnel Committee or the entire Board that would help them with such a decision. She replies that yes she does.

Vice Chairman Vaughn informs Supervisor Roark to allow Mrs. Yeatts to finish her comments. Supervisor Roark states that he was simply asking for Mrs. Yeatts to present any supporting information she may have to the Personnel Committee.

Mrs. Yeatts continues with her comments and offers what she views as deficiencies the Board should be considering:

- *the Administration is currently in violation of the Freedom of Information Act (FOIA) (she acknowledges a case three years ago where Administrator Roark had a suit filed against him for a FOIA violation)
- *Recent FOIA requests prove the County's inaccurate recordkeeping (explains that two recent requests resulted in replies with missing pages and states that as a result the County is having to pay legal expenses to Sands Anderson)
- *the County's Emergency Operations Center is not in compliance
- *Madam Chair Simmons refuses to obtain required certifications to serve as the County's Emergency Services Manager
- *Administrator Roark does not have a computer at his desk and is using Assistant County Administrator as an Administrative Assistant/Secretary
- *some Supervisors have complained about having to spend too much time on County issues
- *Municipal buildings and/or sidewalks are not being maintained – there are mold/water problems, pest control issues
- *due to the lack of handicap ramps for each building they are not Americans with Disabilities Act complaint
- *many electrical outlets are outdated and should have been brought up to Code
- *there are Offices that are void of two doors; one for ingress and one for egress (suggests that lives could be lost if ever posed with an active shooter situation)
- *the County's telephones are outdated and don't even have conference call capabilities
- *states that Nottoway is the only County in South Central Virginia to have a County Administrator, an Assistant County Administrator, and a Finance Director; she questions why there is a need for all three positions

Madam Chair Simmons informs Mrs. Yeatts that her time is up and she needs to end her comments. Mrs. Yeatts disagrees and is confident that she still has time left. Supervisor Bowen acknowledges the extensive list of deficiencies presented by Mrs. Yeatts and asks if they have that many in Crewe. Mrs. Yeatts replies that while they do have deficiencies they are working on them. Supervisor Bowen takes exception with an accusation from Mrs. Yeatts that he spoke to her in an angry manner at the July regular meeting. Mrs. Yeatts clarifies her comments.

Mrs. Yeatts then requests a point of personal privilege and is denied this as she is not a member of the elected Body.

Sarah Allen: Ms. Allen tells the Board that not making a decision on the future of the Courthouse memorial is a copout. She states that there are citizens in the community that ask why now is the Statue a problem for people of color; she suggests that it's because they finally have a voice now. Lastly she suggests that the Board members don't want to do their job because they are scared to lose their elected seat.

Gregory Robertson: Mr. Robertson questions what will fill the historical void should the voters choose to remove the statue in a referendum and proposes an idea of erecting a statue of Pedro Francisco; a Revolutionary War legend who was also a man of color

Clarence R. Hawkes, Jr.: Mr. Hawkes begins his comments by commemorating all the woman present who are elected officials or in any form of leadership positions or are participating in some form of democratic activities. Mr. Hawkes declares that the Courthouse statue contradicts any form of democracy and it must leave the grounds. He also questions why the Committee would seek input from the Nottoway Historical Association as they are a biased group promoting unbalanced information.

Richard Hawkins: Mr. Hawkins begins his remarks by acknowledging how privileged we all are to live in a Country where its citizens can freely speak to their leaders/elected officials. Mr. Hawkins says that removing the Courthouse memorial will dishonor those soldiers whose names are listed on it. Mr. Hawkins reminds every one of his comments from the July regular meeting where he compared the Courthouse memorial to similar ones in the County such as the one located in Blackstone's Seay Park; suggests the only difference is the era in which the soldiers served. Mr. Hawkins commends the Board for choosing to have the Committee study the matter.

William Clarke: Mr. Clarke says that the statue is dividing the County and implies that the Board could have prevented what is happening now. He said the Board needs to take control and vote; if they can't then they shouldn't be in Office.

Audrey Brown: Ms. Brown, President of the Nottoway Branch of the NAACP, expresses appreciation to the Courthouse Memorial Committee for their efforts and asks them to be the leaders the County needs when making decisions that will impact and direct both the present and the future. Ms. Browns asks for the memorial to be removed from the Courthouse Complex and relocated to a more appropriate place.

Darrell Garber: Mr. Garber says that the Board failed its citizens when they were denied entrance to the Board meeting last month; suggests that it is the Board's responsibility to make arrangements for a larger venue during this time of required social distancing. Mr. Garber continues to offer his support of the Courthouse memorial remaining on the Complex; suggesting that people that are supporting Statue removal is a group with its own agenda.

Ashley Love Davis: Ms. Davis says that it shouldn't be too much to understand why that statue offends people and that she only seeks equality. She urges that no one wants the Courthouse statue destroyed they just want it relocated.

Valerie Bender-Werth: Mrs. Bender-Werth explains that her descendants originated from Germany so she feels that she has a better understanding of both sides of the statue removal argument. She urges that there is no appropriate passage of time that can change why soldiers fought but that the Courthouse memorial portrays arrogance and it should be removed.

Charles Vaughan: Mr. Vaughn expresses appreciation for the civility of the Board. He shares his beliefs that the Union had their reasons for fighting just as the confederacy but that God has his reasons and that was that slavery was wrong. He urges that many people lost their lives because they didn't listen to God even though they thought they were. He feels that while removing the statue will create vengeance and anger for some, keeping the statue will do the same. He lastly says that what is needed is the transformation of lives versus transportation of stones and encourages all to fear God first.

Allen Queen: Mr. Queen begins his remarks by saying that the first duty of government is to afford protection to its citizens. He says that with such broadly available free online training, even on the Federal Emergency Management Association website, there should be no reason that the County's Emergency Manager and Coordinator aren't sufficiently trained to carry out their duties. Mr. Queen cites a few examples of where the County leadership should strive to do better.

Madam Chair Simmons, in response to Mr. Queen's comments, explains that she is Emergency Services Coordinator by Board of Supervisor Chair rotation. She makes it very clear that if there was training required to serve as the County's Emergency Services Manager she would have absolutely completed such.

Supervisor Shekleton asks Madam Chair Simmons for the opportunity to respond to public comments. She informs that she has received citizen questions/comments concerning the County Administrator salary data that she reported at the July board meeting. She says it was suggested that, in the interest of transparency, she should respond to the questions at a public meeting.

She explains that the information she provided at the July board meeting was based on a report recently published by the Virginia Association of Counties (VACo); it was a report of actual salaries of County Administrators from 95 Virginia counties. She states that she first learned of the VACO salary data during a Personnel Committee meeting that was also attended by the County Administrator, the Assistant County Administrator and the Finance Director; Administrator Roark provided the Committee with the VACo report at this meeting and it was her understanding that the other three Supervisors were also provided a copy.

Supervisor Shekleton continues, explaining that during this same Personnel Committee meeting, there was discussion and general agreement with no voiced dissent, that because the County Administrator's salary had been an ongoing topic of discussion and concern and because salary data from a 2018 Compensation Study had been presented by citizens as a comparison to Mr. Roark's salary, it would be relevant, reasonable, and fair to also present the additional data now available from the VACo report.

Supervisor Shekleton states that she has been asked why she did not use for salary comparison purposes, the same Counties that were used in the 2018 compensation study commissioned by the County, as there is a wide variance between that study data and the counties that she was deemed to have handpicked from the VACo report. To provide some clarification she adds that the 95 counties in the VACO report included a number of larger urban counties that obviously are not relevant salary comparisons for Nottoway County and so to improve relevance she developed and reported average salary and tenure data for County Administrator's using the following three peer group comparisons; all of which were derived from the VACo report and go far beyond her simply handpicking three Counties for comparison purposes:

- 23 counties that comprise central Virginia
- 35 counties with populations less than 20,000
- 3 Central Virginia counties with less than a 2,000 population variance from Nottoway County

Supervisor Shekleton explains that her report of the information provided and her remark that Mr. Roark's salary is in line with the peer group salary data from VACO were simply a presentation of fact. She says that she did not introduce information from the 2018 Compensation Study because she was not attempting to refute that information or to make a comparison to it, nor was she attempting to defend or criticize anyone; only that she simply presented factual data and a factual statement about Mr. Roark's salary in relation to the data.

Supervisor Shekleton says that it was suggested to her that in order to make an apples to apples comparison of the Nottoway County Administrator's salary to that of Administrators of other counties, she must also compare the financial status of the average citizen in Nottoway to that of citizens in the counties used for comparison. She states that she was asked to publicly provide median income and poverty rates for each county used in her report along with the same information for counties used in the 2018 Study. She states that she is not presenting that information because the presentation of only those two economic indicators is meaningless.

Supervisor Shekleton says that if what is wanted is to take an accurate and objective look at the County Administrator's salary in relation to the economic health of the county then we would need a complete Peer Analysis that contains an assessment of a number of economic indicators including, but not limited to, the median income and poverty rates that were requested, the unemployment rates, the tax rates, a stress test that reveals the County's reserves in relation to its ability to service its liabilities.

She explains that reality is that in a peer group analysis, Nottoway County's performance in some of these areas will be higher than peer group and in some areas lower and that a truly objective judgment about whether the County Administrator's salary is at an appropriate level would require more than simply an assessment of the economic health of the county. She says that job performance factors and tenure would need to be considerations, along with job duties. She clarifies that while the top county administration roles in Nottoway are the County Administrator, the Assistant County Administrator and the Finance Director; all but one of our adjoining counties employ more people in county administration than Nottoway. As an example she provides that in Brunswick County they have the positions of County Administrator, Assistant County Administrator, Finance Director, Director of Economic Development, Economic Development Admin Services Coordinator, Financial Services Manager, Human Resources Coordinator, Planning Director, Planner, and Solid Waste Recycling Coordinator. She states that an understanding of comparative job duties calls for further analysis, but is another important aspect of salary considerations.

Supervisor Shekleton continues, saying that though she was asked to provide a response to questions at this public meeting for the sake of transparency, an opposing concern that was communicated to her was that she was choosing to respond in public in order to silence citizens and control the narrative. She takes exception to this comment and says she can't understand how presenting information at a public meeting equates to silencing citizens. Supervisor Shekleton exclaims that she has a great deal of faith in the intelligence of Nottoway County residents and their ability to absorb information and form their own opinions. That she does her best to deal with facts and she doesn't feel the need to create, much less control, a narrative in an attempt to defend anyone, to criticize anyone, or to influence the opinions of others. Lastly she states that she respects the rights of all citizens to question information and to question the motives of Board members and that she appreciates citizen input.

The Board the following presentation:

Dr. Melvin Austin – Dr. Austin provides his prospective on confederate monuments/symbols on public property; he exclaims that he is appalled. He acknowledges that educational textbook history professes that slavery is horrible and he believes that statues belong in museums and that citizens shouldn't be intimidated to come to the Courthouse to handle required business; suggests the Courthouse belongs to all of the County's people

The Board held the following public hearings:

1 – Budget Amendment to increase Landfill Fees – the new fees are proposed as follows:

Proposed fee amendments are as follows:

<u>Items:</u>	<u>Price:</u>
Garbage/Trash	\$42.00
Daily fee after 10 days	\$10.00
Tires	\$200.00
Sludge	\$104.00
Large Container Pickup – Misc. User	\$150.00 per pick up + \$42.00 per ton
Small Container Pickup – Misc. User	\$75.00 per pick up + \$42.00 per ton
Large Container Pickup – Full Time	\$98.00 per pick up + \$42.00 per ton + \$35.00 per month lease fee
Small Container Pickup – Full Time	\$75.00 per pick up + \$42.00 per ton + \$35.00 per month lease fee

Madam Chair Simmons asks if there is anyone present wishing to speak, for or against, the proposed new LF fees;

Citizen Allen Queen, Director of the Recycling Program at Fort Pickett asks if the proposed fees are because the Landfill is currently operating at a loss. Administrator Roark states the Landfill had more expenses during FY20 than revenue.

There being no one else wishing to speak, Madam Chair closes the public hearing.

Vice Chairman Vaughn makes a motion to adopt the new Landfill fees as presented. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	No
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Roark, preferring to have discussed the proposed fees before any action was taken by the Board, suggests the County have a waste management study done. He recommends a study that would encompass not only the daily operations of the Landfill but recycling, and the possibility of privatizing the operations. Supervisor Roark suggests that with privatizing the Landfill, the County would still have control over the quantity of waste that is accepted. He asserts that since there is no guarantee that the fee increase will correct the current financial operating loss he did not want to add any additional burden to the taxpayers.

Vice Chairman Vaughn suggests that the County is only aligning its fees with adjoining localities; that the County's fee schedule was behind.

Supervisor Shekleton says that she has had a few of the District 5 constituents approach her concerning recycling and she suggests that at some point in the future the County should consider implementing some form of recycling program.

Supervisor Bowen says he will entertain the conversation of a waste management study at a work session. Administrator Roark asks for confirmation that the new Landfill rate schedule is effective immediately; Madam Chair Simmons answers yes.

2 – Special Exception – made pursuant to Section 2-1-4-3 of the Nottoway County Zoning Ordinance: Request from Constance L. Fitzgerald to establish a family cemetery on property located off Route 630 – Namozine Road in Blendon District; property is zoned C-1, Conservation and is listed to Constance S. Fitzgerald

Madam Chair Simmons asks if there is anyone present wishing to speak, for or against, the Fitzgerald family cemetery request; hearing none she closes the public hearing. Administrator Roark informs the Planning Commission heard the request and recommend approval.

Vice Chairman Vaughn makes a motion to approve the Constance L. Fitzgerald request to establish a family cemetery. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Budget Amendment – School Budget Adjustments as follows:

REVENUES:

3-201-33084-0425	CARES Act Revenue	\$691,127.77
		<u>\$691,127.77</u>

EXPENDITURES:

4-201-61310-1620-200-500-590	Tutoring Sup Salary Elem	\$ 65,817.80
4-201-61310-1620-300-500-590	Tutoring Sup Salary Sec	65,817.81
4-201-61310-2100-200-500-590	FICA Elem	6,000.00
4-201-61310-2100-300-500-590	FICA Sec	6,000.00
4-201-61310-3001-200-100-590	Private School Set-a-side	86,720.53
4-201-61310-3000-200-200-590	Pur Services Sped Elem	75,132.00
4-201-61310-3000-300-200-590	Pur Services Sped Sec	75,132.00
4-201-63200-6008-900-000-590	Transportation Fuel	34,802.68
4-201-64200-6006-900-000-590	Custodial Cleaning Supplies	40,000.00
4-201-68100-6000-900-000-590	Inst Technology Supplies	190,000.00
4-201-68100-3000-900-000-590	Inst Tech Pur Services	27,680.95
4-201-63200-1175-900-000-590	Tutor Drivers	16,740.00
4-201-63200-2100-900-000-590	FICA Drivers	1,284.00
		<u>\$691,127.77</u>

REVENUES:

3-201-3020-0270-300	NMS School Improvement Grant (New Award)	\$ 72,356.96
		<u>\$ 72,356.96</u>

EXPENDITURES:

4-201-61310-1620-200-100-540	Supplemental Sal Elem	\$ 13,330.00
4-201-61310-2100-200-100-540	FICA Elem	1,019.75
4-201-61310-3000-200-100-540	Purchased Services Elem	14,573.04
4-201-61310-5500-200-100-540	Travel Elem	750.00
4-201-61310-6000-200-100-540	Materials & Supplies Elem	6,505.69
4-201-61310-1620-300-100-540	Supplemental Sal Sec	13,330.00
4-201-61310-2100-300-100-540	FICA Sec	1,019.76
4-201-61310-3000-300-100-540	Purchased Services Sec	14,573.04
4-201-61310-5500-300-100-540	Travel Sec	750.00
4-201-61310-6000-300-100-540	Materials & Supplies Sec	6,505.68
		<u>\$ 72,356.96</u>

REVENUES:

3-201-41040-0050	VPSA Backpack Initiative (New Award)	\$ 73,600.00
		<u>\$ 73,600.00</u>

EXPENDITURES:

4-201-68100-8300-900-000-100	Instructional Technology Hardware	\$ 73,600.00
		<u>\$ 73,600.00</u>

REVENUES:

3-201-24020-0130	GO TEC (New Grant)	\$137,647.00
		<u>\$137,467.00</u>

EXPENDITURES:

4-201-61310-6000-200-100-520	Materials & Supplies	\$137,467.00
		<u>\$137,467.00</u>

Madam Chair Simmons asks if there is anyone present wishing to speak, for or against, the proposed amendment to the FY2020/2021 budget for the School's new funding; hearing none she closes the public hearing.

Supervisor Bowen makes a motion to approve the amendment to the FY 2021/2021 Budget to approve the three Budget adjustments for the School. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

4 – Additional Funds – Federal CARES Relief Fund: Administrator Roark explains that a second installment of funding was awarded in the amount of \$1,328,933 – Proposed appropriation as follows:

REVENUES:

3-100-41040-0020	Federal CARES Coronavirus Relief	<u>\$1,328,933.00</u>
		<u>\$1,328,933.00</u>

EXPENDITURES:

4-100-92000-9100	Federal CARES Coronavirus Relief	<u>\$1,328,933.00</u>
		<u>\$1,328,933.00</u>

Madam Chair Simmons asks if there is anyone present wishing to speak, for or against, the amendment to the FY2020/2021 budget for the 2nd installment of Federal CARES funds for the County; hearing none she closed the public hearing.

Supervisor Bowen informs that during the recent Commonwealth Regional Council meeting they announced that they were working on a funding project for personal protective equipment for children; specifically masks.

Supervisor Bowen makes a motion to sign the agreement and approve the amendment to the FY20/21 Budget to appropriate the second round of CARES funds. The motion receives a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Federal CARES Relief Funds Committee Report: Madam Chair Simmons reports that the Committee has received applications from some of the County's Emergency Services agencies and each of those has been approved. She explains that each of the three Towns received an equitable portion of the County's original award and the Town of Blackstone has made application for a portion of their respective funds. She continues, reporting that there have been a total of 30 applications received from small businesses in the County; the Committee continues to work through them but a number of them have already been approved and those payments are expected to be distributed next week.

The Board receives the following Department reports:

1 - Highway Department:

A – Letter – Virginia Department of Transportation – Roy Soto: Requesting notice to enter the County's property located at Pickett Park to begin preliminary engineering studies associated with the roundabout for Darvills Road at Military Road

B – Correspondence – The Traffic Group: notice of plans to install traffic counting equipment throughout the County during the weeks of 8/10/20 through 10/2/20

C - Letter – Virginia Department of Transportation – Roy Soto: Requesting notice to enter the County’s property located at Pickett Park to begin preliminary engineering studies associated with the roundabout for Darvills Road at Military Road

Vice Chairman Vaughn makes a motion to authorize Administrator Roark to sign the authorization for VDOT to enter the County’s property for their engineering work for the roundabout. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

D – Virginia Department of Transportation – Petersburg Residency/Nottoway Area Headquarters: Maintenance Report for the month of July 2020

Madam Chair Simmons asks Administrator Roark to ask VDOT about a possible traffic study for Melody Lane; she has had a constituent ask about the possibility of this.

2 – School Board - Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on August 13, 2020; minutes of a work session of the Nottoway County School Board meeting held on July 07, 2020, minutes of a regular meeting of the Nottoway County School Board held on July 09, 2020, minutes of a work session of the Nottoway County School Board meeting held on August 03, 2020, five Budget adjustments

A – Budget Adjustment – 21st Century Community - \$167,550.00

REVENUES:

3-201-33084-0099	21 st Century Community Learning Ctr	<u>\$167,550.00</u>
	(New Award)	<u>\$167,550.00</u>

EXPENDITURES:

4-201-61100-1621-900-800-701	Supplemental Salary – CPS	\$ 52,486.00
4-201-61100-1622-900-800-701	Supplemental Salary, Coord. – CPS	14,880.00
4-201-61100-1151-900-800-701	Supplemental Salary, Clerical – CPS	18,607.00
4-201-61100-2100-900-800-701	FICA	6,577.00
4-201-61100-3001-900-800-701	Purchased/Contractual Services	36,600.00
4-201-61100-3002-900-800-701	Professional Development	23,000.00
4-201-61100-5500-900-800-701	Travel	3,000.00
4-201-61100-6031-900-800-701	Materials & Supplies	<u>12,400.00</u>
		<u>\$167,550.00</u>

B – Budget Adjustment – 21st Century - \$167,550.00

REVENUES:

3-201-33084-0099	21 st Century Community Learning Center	<u>\$167,550.00</u>
	(New Award)	<u>\$167,550.00</u>

EXPENDITURES:

4-201-61100-1621-900-800-703	Supplemental Salary – BPS	\$ 52,486.00
4-201-61100-1622-900-800-703	Supplemental Salary, Coord – BPS	14,880.00
4-201-61100-1151-900-800-703	Supplemental Salary, Clerical – BPS	18,607.00
4-201-61100-2100-900-800-703	FICA	6,577.00
4-201-61100-3001-900-800-703	Purchased/Contractual Services	36,600.00
4-201-61100-3002-900-800-703	Professional Development	23,000.00
4-201-61100-5500-900-800-703	Travel	3,000.00
4-201-61100-6031-900-800-703	Materials & Supplies	<u>12,400.00</u>
		<u>\$167,550.00</u>

C – Budget Adjustment – 21st Century - \$174,550.00

REVENUES:

3-201-33084-0099	21 st Century Community Learning Center	<u>\$174,550.00</u>
	(New Award)	<u>\$174,550.00</u>

EXPENDITURES:

4-201-61100-1621-900-800-705	Supplemental Salary – NIS	\$ 52,486.00
4-201-61100-1622-900-800-705	Supplemental Salary, Coord – NIS	14,880.00
4-201-61100-1151-900-800-705	Supplemental Salary, Clerical – NIS	18,607.00
4-201-61100-2100-900-800-705	FICA	6,577.00
4-201-61100-3001-900-800-705	Purchased/Contractual Services	43,600.00
4-201-61100-3002-900-800-705	Professional Development	23,000.00
4-201-61100-5500-900-800-705	Travel	3,000.00
4-201-61100-6031-900-800-705	Materials & Supplies	12,400.00
		<u>\$174,550.00</u>

A – Letter – Tameshia V. Grimes, PH.D., Division Superintendent: requesting an increase in the maximum amount for which Nottoway County Public Schools can issue a small purchase order from \$500 to \$1,000

Supervisor Bowen asks if this increase is high enough. Administrator Roark informs that he sees no problems with this. Supervisor Bowen makes a motion to allow the maximum amount of a purchase, before a purchase order is required, to be increased from \$500 to \$1000. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Vice Chairman Vaughn makes a motion to approve the three Budget adjustments for the School. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 - Health Department – Howard Nash, MD FCAP: no report provided

4 - Economic Development Committee: Administrator Roark informs the Committee will hold a special call meeting on Wednesday, August 26, 2020 at 7:00 p.m.; it is clarified that the Board will being the meeting in open session and will then immediately enter Closed Session

5 - Regional Jail Authority Report & Juvenile Detention Center: June 2020 Piedmont Regional Juvenile Detention Center Utilization Report, May 2020 Piedmont Regional Juvenile Detention Center Utilization Report, April 2020 Piedmont Regional Juvenile Detention Center Utilization Report, March 2020 Piedmont Regional Juvenile Detention Center Utilization Report, June 2020 Piedmont Regional Jail Authority Transportation Report, April – June 2020 Piedmont Regional Jail Authority Jurisdiction Report, June 2020 Piedmont Regional Jail Authority Revenue Report

6 - Landfill:

A - July 2020 Leachate Disposal Record; 306,000 gallons hauled

B - July 2020 Nottoway County Sanitary Landfill waste report; average of 57.52 tons of waste per day received

C - Letter - Draper Aden Associates - Jeff Norman (PG), Environmental Services Division: Results of the Nottoway County Landfill (active facility) Groundwater Monitoring Program Sampling Event 95 performed on 07-08-20

D - Letter - Draper Aden Associates - Jeffrey C. Norman, Environmental Services Division: Results of the Nottoway County Landfill (active facility) Gas Monitoring Program Monitoring Event performed on 07-08-20; the facility was found to be in compliance with Virginia Solid Waste Management Regulations as they pertain to control of landfill gases at the facility boundary and within facility structures

7 - Fort Pickett Redevelopment Authority: there is nothing to report at this time

8 - Planning Commission Report: The Planning Commission did meet for August and heard the Fitzgerald family cemetery request; a Study Committee was appointed to review the sign section in the Nottoway County Zoning Ordinance. Supervisor Bowen explains the need for the Signs Study Committee; the current Ordinance does not allow for large commercial signage and there is apparent need.

Vice Chairman Vaughn offers comments relating to public concern about recent media reports of privatization of the Nottoway County Landfill. He explains that all past conversations on this subject matter have proven to not be in the best interest of the County. He acknowledges the improved and manned waste convenience sites have been a success and that the ongoing repair and/or replacements costs of equipment are just a cost of doing business. Lastly he states that he would be opposed to any study to prioritize the County's Landfill.

Supervisor Bowen suggests each Supervisor provide each other and the County staff a respective priority list (potentially the top three to accomplish in the next year) so that the Board can make forward progress. Additionally he suggests that a recent influx of Freedom of Information Acts can bog down the Government and the public should be aware of this. It is explained that a FOIA request is not to ask questions it is to seek documents.

The Board held a discussion on having Town Hall meetings like they have done in the past; suggesting that maybe they should consider holding these again. It is the consensus of the Board to hold a strategy planning work session; Administrator Roark will schedule this.

The Board revisits the following old business:

Courthouse Facilities Space Utilization Study - The architect has submitted the final report and a copy has been provided to each Board member

The Board considers the following new business:

1 - Appointment - Piedmont Senior Resources: Supervisor Roark makes a motion to appoint citizen Arlene Robertson, 1121 Lewis-Cole Road, Crewe, to the Piedmont Senior Resources Board. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Shekleton makes a motion to appoint Supervisor John Roark to the Piedmont Senior Resources Board. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Reports, requests, and recommendations of Constitutional Officers:

- 1 – Jane L. Brown, Clerk – not in attendance
- 2 – Robert L. Jones, Sheriff: nothing to report
- 3 – Ellen F. Myatt, Treasurer: not in attendance
- 4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance
- 5 – Leanne Watrouss, Commonwealth's Attorney: not in attendance

Madam Chair Simmons presents the CONSENT CALENDAR:

- 1 – Budget Adjustment – Sheriff - \$9,440.00

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$9,440.00</u>
	(Ins Proceeds – Sher Vehicle total loss)	<u>\$9,440.00</u>

EXPENDITURES:

4-100-31020-5804	Vehicle Supplies	<u>\$9,440.00</u>
		<u>\$9,440.00</u>

- 2 – Erroneous Assessment: Refund Charles W. Rogers \$1,271.14 for erroneous real estate assessments for tax years 2017, 2018 and 2019

- 3 – Erroneous Assessment: Refund Joel T. Malay \$907.68 for an erroneous assessment for tax year 2019; he did not receive his Veteran's exemption

- 4 – Budget Adjustment – School - \$2,559.70

REVENUES:

3-201-24020-0999-200	State Unidentified (c/o from FY19/20)	<u>\$2,559.70</u>
	(Praxis for Minority Teachers)	<u>\$2,559.70</u>

EXPENDITURES:

4-201-61310-3000-300-100-100	Purchased Svcs – Secondary	\$1,279.85
4-201-61100-3000-200-100-100	Purchased Svcs – Elementary	<u>1,279.85</u>
		<u>\$2,559.70</u>

- 5 – Erroneous Assessment: Refund Susan M. Santoro \$1,807.31 (credit to 2020 Real Estate taxes of \$1,074.10 and direct payment of \$733.21) for an erroneous real estate assessment for tax year 2019; she didn't receive her Veteran's exemption

6 – Budget Adjustment – Library - \$2,879.52

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined (E-Rate funds for Library)	<u>\$2,879.52</u> <u>\$2,879.52</u>
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EXPENDITURES:

4-100-73010-5204	Internet Access	<u>\$2,879.52</u> <u>\$2,879.52</u>
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Vice Chairman Vaughn makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – June 2020 & July 2020 Incident Reports for Blackstone Volunteer Fire Department

2 – Notice: Notice of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file applications or petitions pursuant to §56-585.1 A 6 of the Code of Virginia – Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider US-3, Colonial Trail West and Spring Grove 1 Solar Projects, for the rate year commencing June 1, 2121 Case No. PUR-2020-00122

3 – Commonwealth Regional Coucil’s Letter of Support for the appointment of Thomas Jordan Miles, III to the Virginia Tobacco Regional Revitalization Commission; Senator John Edwards has submitted Mr. Miles’ name to the Governor for consideration

4 – Letter – Virginia Association of Counties – Dean A. Lynch, CAE, Executive Director: Communication relating to the NACo Cybersecurity Collaborative effort, initial Program Rollout

5 – Letter – The Crewe-Burkeville Journal – Rick Gunter, Editor and Publisher: Compliments to Nottoway County Voter Registrar Angela Stewart for her professionalism, efficiency, and cooperation she exhibits in her duties

6 – Notices: Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider W, Warren County Power Station, for the Rate Year commencing April 1, 2021 Case No. PUR-2020-00103, Application of Virginia Electric and Power Company for revision of a rate adjustment clause: Rider U, new underground distribution facilities, for the Rate Year commencing April 1, 2021 Case No. PUR-2020-00096, Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider R, Bear Garden Generating Station Case No. PUR-2020-00101

7 – Letter – Virginia Association of Counties – Dean A. Lynch, CAE, Executive Director: Announcement of a new online salary data service available exclusively to members

8 – Virginia Cooperative Extension flyer for their upcoming drinking water tasting clinic; beginning Tuesday, September 22nd, 7:30 AM – 4:00 PM at the Nottoway Extension Office

9 – Letter – Virginia Department of Environmental Quality – Adam C. Eller, Water Permit Writer, Sr.: Notification of Public Notice for VPDES Permit No. VA0025194; Town of Blackstone Wastewater Treatment Plant

10 – Letter – Directional Signing Program – Matt Johnston, General Manager: Company was chosen to be the new administrator of the Integrated Directional Signing Program for the Virginia Department of Transportation starting on July 1, 2020

11 – Minutes: Piedmont Region Juvenile Detention Center Commission meeting held on January 15, 2020, Piedmont Regional Jail Board Authority meeting held on June 17, 2020

Administrator Roark presents the following correspondence:

Administrator Roark states that there were a total of six responses from the Request for Proposal for the Animal shelter; it is the consensus of the Board to discuss the proposals at the August work session.

1 - Building Inspector's Report: report period July 2020

2 - Animal Control Officer's (ACO) Report: report period July 2020

3 - Erosion and Sedimentation Report: no report provided; Administrator Roark says the Inspector was in the area recently handling a complaint

4 – Letter – Commissioner of the Revenue – Christy A. Hudson: Seeking clarification on how her Office should be assessing residential solar panels; she set an assessment of \$800 per panel as has Dinwiddie County

Following a general discussion on Solar panel taxation, to include comments from a citizen about the fairness of such taxation, the Board instructs Administrator Roark to add the subject matter to the agenda for the September work session and to ask Commissioner of the Revenue Christy Hudson to attend.

5 – Commonwealth Regional Council's July 2020 Items of Interest

6 – Letter – Virginia Office of Child Services – Scott Reiner, Executive Director: Nottoway County Children's Services Act Audit findings; one internal control weakness was identified that was not self-reported:

*Child and Adolescent Needs and Strengths (CANS) assessments were not always completed annually and were not closed within 60 days of assessment

7 – Committed funds from Purchase Orders for the Fiscal Year ending June 30, 2020 to be carried over to the 2020-2021 Budget, Committed Funds for Fiscal Year ending June 30, 2020 to be carried over

(SEE PAGE THRU PAGE
FOR LISTING OF
COMMITTED FUNDS FOR
FISCAL YEAR ENDING JUNE 30, 2020)

8 – Budget Adjustment – Health Insurance Refund - \$11,411.13: The appropriation needs to be made for the funds and authorization to distribute it back to the employees covered during the respective policy year

Vice Chairman Vaughn makes a motion to appropriate the \$11,411.13 health insurance refund from Anthem Healthkeepers and distribute accordingly to the employees covered during the policy year. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

9 – COVID-19 and Infectious Disease Prevention Plan: Administrator Roark explains that this is now a requirement and is a Policy issue for the Board. Supervisor Shekleton makes a motion to adopt the Plan as a policy and distribute it to each County Department. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR THE
NOTTOWAY COUNTY
COVID-19 AND INFECTION
DISEASE PREVENTION PLAN)

10 – Letter – Virginia Association of Counties – Valerie Russell, Administrative Secretary: The Executive Mansion is requesting holiday tree ornaments representing Virginia Counties

Supervisor Roark explains that the Personnel Committee met and discussed the Request for Proposals that are being accepted for an update to the County Personnel Policy Manual. As a result of this meeting he makes a motion to begin employee evaluations March 2021. Following a discussion, and expressed concerns from Supervisor Bowen, Supervisor Roark withdraws his motion.

Supervisor Roark urges the Board to show the citizens forward progress and makes a motion to move forward with required asbestos testing and demolition of the old Registrar's Office. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark informs he has two matters that need to be discussed in Closed Session; sale of public property and prospective industry. Supervisor Roark makes a motion to enter Closed Session to discuss the possible sale of public property pursuant to §2.2-3711 A 3 of the Code of Virginia - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body and to discuss a prospective industry pursuant to § 2.2-3711-A-5; discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board enters closed session at 9:18 P.M.

The Board returns to open session at 9:56 P.M.

August 20, 2020

Administrator Roark asks the Board to certify the closed session; an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

There being no further business to come before the Board, Vice Chairman Vaughn makes a motion to adjourn the meeting. The motion received a second from Supervisor Roark. Following a voice vote Madam Chair Simmons adjourns the meeting at 9:57 P.M.

Helen M. Simmons Chair Ronald E Roark Clerk

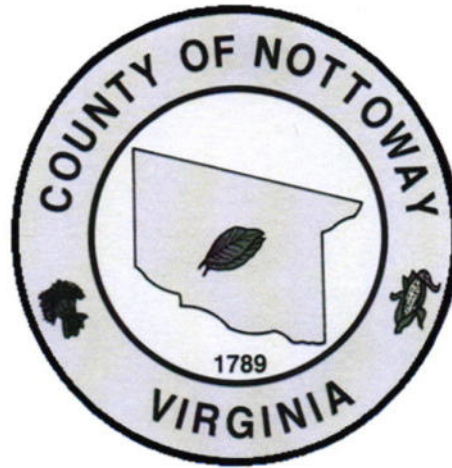
COMMITTED FUNDS FROM PURCHASE ORDERS FOR THE FISCAL YEAR ENDING
JUNE 30, 2020 TO BE CARRIED OVER TO THE 2020-2021 BUDGET:

4-100-11010-5804	DISCRETIONARY FUND	6,315.54
4-100-12130-5401	OFFICE SUPPLIES	931.00
4-100-22010-5203	TELEPHONE	1,700.00
4-100-22010-5401	OFFICE SUPPLIES	1,268.95
4-100-31020-3004	REPAIRS & MAINTENANCE	19,119.23
4-100-31020-5408	VEHICLE SUPPLIES	61,065.00
4-100-31020-5409	POLICE SUPPLIES (MISC. & CAMERA)	10,604.34
4-100-31020-7005	MOTOR VEHICLES & EQUIPMENT	69,151.86
4-100-31040-3005	MAINTENANCE SERVICE CONTRACTS	5,804.59
4-100-31040-3005	MAINTENANCE SERVICE CONTRACTS	29,492.69
4-100-32020-7007	EMERGENCY DECLARATION FUNDS	3,125.00
4-100-70000-8012	CAPITAL IMPROVEMENTS	5,700.00
4-100-83110-3004	REPAIRS & MAINTENANCE	2,945.44
	GENERAL FUND SUB-TOTAL	<u>217,223.64</u>
4-201-61100-3000-301-100-100	PURCH. SVCS SECONDARY REGULAR – NHS	6,155.00
4-201-61100-3002-203-200-100	PROF. DEV. – ELEM. SP. ED – NIS	1,655.00
4-201-61100-3002-230-200-100	PROF. DEV. – ELEM. SP. ED – CREWE	1,655.00
4-201-61100-3002-240-200-100	PROF. DEV. – ELEM. SP. ED – BLACKSTONE	1,655.00
4-201-61100-3002-301-200-100	PROFESSIONAL DEV. – SEC. SP. ED. NH	1,655.00
4-201-61100-3002-302-200-100	PROFESSIONAL DEV. – SEC. SP. ED. NM	1,655.00
4-201-61100-6001-301-100-100	MATERIALS – ATHLETICS – NHS	12,101.52
4-201-61100-6030-202-100-100	INSTRUCTIONAL SUPPLIES – NMS	1,868.16
4-201-61100-6030-203-100-100	INSTRUCTIONAL SUPPLIES – NIS	3,736.32
4-201-61100-6030-230-100-100	INSTRUCTIONAL SUPPLIES – CREWE	3,736.32
4-201-61100-6030-240-100-100	INSTRUCTIONAL SUPPLIES – BLACKSTONE	3,736.32
4-201-61100-6030-301-100-100	INSTRUCTIONAL MATERIALS – SEC. REGULAR	3,732.32
4-201-61100-6030-302-100-100	INSTRUCTIONAL MATERIALS – SEC. REGULAR	1,868.16
4-201-61100-6034-302-100-100	SCHOOL INSTRUCTIONAL SUPPLIES – NMS	11,194.39
4-201-61310-3000-200-100-506	PURCHASED SERVICES	3,200.00
4-201-61310-3000-200-100-540	PURCHASED SERVICES ELEM	20,400.00
4-201-61310-3000-200-100-630	PURCHASED SERVICES	9,631.25
4-201-61310-3000-300-100-630	PURCHASED SERVICES	10,193.75
4-201-61310-6000-200-100-100	MATERIALS & SUPPLIES	13,350.00
4-201-62120-3000-900-000-100	PROF. DEV / LEGAL SERV. / PURCH. S	31,600.00
4-201-62140-6000-900-000-100	MATERIALS	10,768.00
4-201-62160-3000-900-000-100	PURCHASED SERVICE – COBRA ADMIN.	5,400.00
4-201-62220-6000-900-000-100	CLINIC SUPPLIES	757.57
4-201-62230-6000-900-000-100	MATERIALS & SUPPLIES	1,082.60
4-201-63200-6008-900-000-100	“FUELS, TUTORING”	43,150.80
4-201-63400-3000-900-000-100	UNIFORM RENTAL & OTHER PURCH. SERV.	6,747.82
4-201-63400-6009-900-000-100	VEHICLE SUPPLIES	72,604.64
4-201-63700-8100-900-000-100	CAPITAL OUTLAY, REPLACEMENT	222,416.00
4-201-64200-3000-900-000-100	PURCHASED SERVICES	264,640.07
4-201-64200-3001-900-000-100	UNIFORM RENTAL	12,392.99
4-201-64200-3002-900-000-100	MAINTENANCE & SERVICE CONTRACTS	112,727.16
4-201-64200-5102-900-000-100	HEATING SERVICES	95,000.00
4-201-64200-6000-900-000-100	MATERIALS & SUPPLIES	21,355.00
4-201-64200-8100-900-000-100	CAPITAL OUTLAY, REPLACEMENT	185,565.00
4-201-64300-3000-900-000-100	CONTRACT SERVICE, GROUNDS	41,200.00
4-201-64300-6000-900-000-100	GROUNDS, MATERIALS & SUPPLIES	3,187.00
4-201-64400-3000-900-000-100	CONTRACT SERVICE, EQUIPMENT	14,712.90
4-201-68100-8300-900-000-100	HARDWARE	59,783.85
4-201-68100-8400-900-000-100	INFRASTRUCTURE	48,910.88
4-201-68200-6000-900-000-100	MATERIALS & SUPPLIES	1,138.60
4-201-68200-6040-900-000-100	SOFTWARE / ON-LINE CONTENT	4,547.40
4-201-68300-6040-900-000-100	SOFTWARE / ON-LINE CONTENT	976.95
	SCHOOL FUND SUB-TOTAL	<u>1,373,847.74</u>
4-203-65100-3003-900-000-150	USDA DELIVERY EXPENSE	2,081.60
4-203-65100-6000-900-000-150	MATERIALS & SUPPLIES	12,584.85
4-203-65100-6002-900-000-150	FOOD SUPPLIES	223,414.23
	CAFETERIA FUND SUB-TOTAL	<u>238,080.68</u>
4-212-31040-8002	TEXT-TO-911 GRANT FY20	3,500.00
	E911 FUND SUB-TOTAL	<u>3,500.00</u>
4-214-42040-3004	REPAIRS & MAINTENANCE	11,058.10
4-214-42040-7012	CAPITAL OUTLAY	63,968.89
	LANDFILL FUND SUB-TOTAL	<u>75,026.99</u>
	ENCUMBERED FUND TOTAL	<u>\$1,907,679.05</u>

COMMITTED FUNDS FOR FISCAL YEAR ENDING JUNE 30, 2020 TO BE CARRIED OVER:

4-100-11010-5804	DISCRETIONARY FUND	100,000.00
4-100-12200-7002	CAPITAL OUTLAY	85,000.00
4-100-21050-1001	VJCCCA – SALARY	10,000.00
4-100-21080-5411	BOOKS & PERIODICALS	6,757.72
4-100-22010-5808	STATE ASSET FORFEITURE	497.34
4-100-31020-1001	SALARIES & WAGES	93,228.97
4-100-31020-1003	SALARIES – PART-TIME	8,000.00
4-100-31020-1009	OVERTIME	7,000.00
4-100-31020-2001	FICA	8,500.00
4-100-31020-2002	VRS – RETIREMENT	5,800.00
4-100-31020-2005	HEALTH INSURANCE PAYMENTS	1,000.00
4-100-31020-2006	VRS – GROUP LIFE INSURANCE	700.00
4-100-31020-5807	DRUG ASSET FORFEITURE	2,957.87
4-100-31020-5808	STATE ASSET FORFEITURE	4,042.90

4-100-31020-7003	CAPITAL OUTLAY – FIRING RANGE	50.00
4-100-33010-5807	REGIONAL JAIL CONSTRUCTION	555,071.97
4-100-35010-7002	CAPITAL OUTLAY	14,477.52
4-100-43020-3004	REPAIRS & MAINTENANCE	25,000.00
4-100-43020-7002	CAPITAL OUTLAY	12,000.00
4-100-70000-8012	CAPITAL IMPROVEMENTS	34,227.54
4-100-70000-8023	SMALL BUSINESS INCUBATOR	2,081.02
4-100-73010-1001	SALARIES	4,599.04
4-100-73010-1003	SALARIES / PART-TIME	3,172.27
4-100-73010-2001	FICA	583.95
4-100-73010-2220	ICMA VOL	133.08
4-100-83090-7003	CAPITAL OUTLAY	50,000.00
4-100-92000-9100	FEDERAL CARES CORONAVIRUS RELIEF	1,328,933.00
	GENERAL FUND SUB-TOTAL	<u>2,363,814.19</u>
4-212-31040-5804	DISCRETIONARY	75,000.00
4-212-31040-8002	TEXT-TO-911 GRANT FY20	38,696.59
	E911 FUND SUB-TOTAL	<u>113,696.59</u>
4-213-31700-5899	DARE EXPENSE	99.14
	DARE PROGRAM FUND SUB-TOTAL	<u>99.14</u>
4-214-42040-7009	ENCLOSED CONTAINERS	4,800.00
4-214-42040-7012	CAPITAL OUTLAY	69,000.00
		<u>73,800.00</u>
	FY ENDING JUNE 30, 2019 CARRIED OVER TOTAL	<u>\$2,551,409.92</u>



County of Nottoway



COVID-19 and Infectious Disease Prevention Plan

August 20, 2020



Organization Policy

The Virginia Department of Labor and Industry (DOLI) at the direction of Virginia Governor Ralph Northam has developed and implemented the policies set forth in Virginia Code 16 VAC 25-220. This Emergency Temporary Standard for preventing the infectious disease SARS-CoV-2 (otherwise known as COVID-19) is designed to prevent the spread of COVID-19 and protect Virginia's workers. The County of Nottoway is dedicated to ensuring that our employees (full-time, part-time, and temporary) are fully protected and can return to their families at the conclusion of their shifts. This policy sets forth the measures, policies, assessments, and enforcement measures that Nottoway County will utilize to ensure the best possible outcome. Employees failing to abide by the requirements of this policy may receive disciplinary action in conformance with the employee handbook.

Should you have any questions, please contact your supervisor or the County Administrator to address any questions or concerns that you may have.

Thank you,

Nottoway County

Definitions

Administrative Control: Any procedures which significantly limit daily exposure to COVID-19 related to workplace hazards and job tasks by control or manipulation of the work schedule or manner in which the work is performed. Personal Protective Equipment (PPE) is not considered an administrative control.

Asymptomatic: A person who does not have symptoms.

Close Contact: Any individual within six (6) feet of an infected person for at least fifteen (15) minutes starting from two (2) days before the person became sick until the person was isolated.

Engineering Control: The use of substitution, isolation, ventilation, and equipment modification to reduce exposure to COVID-19 related workplace hazards and job tasks.

Exposure Risk Level: Assessment of the possibility that an employee could be exposed to the hazards associated with COVID-19 disease which are based on risk factors present during the course of employment regardless of location. These have been broken down to “very high”, “high”, “medium”, and “lower”.

- **Very High** Exposure risk hazards or job tasks are those in places of employment with high potential for employee exposure to known or suspected sources of COVID-19 including but not limited to specific medical, postmortem, or laboratory procedures.
- **High** Exposure risk hazards or job tasks are those in places of employment with high potential for employee exposure with known or suspected sources of COVID-19 that are not otherwise classified as “very high”.
- **Medium** Exposure risk hazards or job tasks are those not otherwise classified as very high or high and require more than minimal occupational contact with other employees or persons who may be infected with but are not known or suspected COVID-19 carriers.
- **Lower** Exposure risk hazards or job tasks are those not otherwise classified as very high, high, or medium that do not require contact with persons known to be, or suspected of being, or who may be infected with, nor contact with other employees, other persons or the general public except as otherwise provided in this definition.

Face Covering: Item normally made of cloth or various other materials with elastic bands or cloth ties to secure over the wearer’s nose and mouth in an effort to contain or reduce the spread of potentially infectious respiratory secretions at the source. A face covering is not subject to testing and approval by a state government agency, so it is not considered a form of personal protective equipment or respiratory protection equipment under VOSH laws, rules, regulations, and standards.

Physical Distancing: Keeping space between yourself and other persons while conducting work-related activities inside and outside of the physical establishment by staying at least six (6) feet from other persons.

Symptomatic: Employee is experiencing symptoms similar to those attributed to COVID-19 including fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea. Symptoms may appear in two (2) to fourteen (14) days after exposure to the virus.

Employer Requirements

Employees are encouraged to self-monitor for signs and symptoms of suspected COVID-19 infection. These signs and symptoms may include the following: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea. Symptoms may appear in 2 to 14 days after exposure to the virus.

Employees who are experiencing symptoms listed above are encouraged to stay home and notify a supervisor of your absence. On a case-by-case basis, you may be authorized to work remotely. Should the need arise to remain away from work for an extended period of time due to COVID-19, the Nottoway County sick leave policy allows for leave with pay granted for personal illness or illness of a spouse or child requiring the employee's presence; bodily injury, or quarantine, medical or dental appointments; medically required confinement or a temporary disability. A physician's certificate may be required as evidence of an illness before compensation for such absence is allowed.

Any organizations conducting contracting work with Nottoway County are required to impress upon the contractor(s) about the importance of suspected COVID-19 contractors or temporary employees staying home. Known or suspected COVID-19 contractors or temporary workers shall not report to work or be allowed to remain on the job site until cleared to return to work.

To reduce the spread of COVID-19, employees, unless infeasible, will be required to practice physical distancing. When physical distancing is infeasible, employees will be required to ensure the use of a face covering. All employees when occupying a vehicle together for work purposes are required to utilize a face covering. If a face covering is contrary to an employee's safety or health, a face covering is not required; however, based on physical distancing, the employee may be required to utilize a face shield or other PPE device to ensure protection.

Employees who are required to interact with customers, contractors, or the general public will be provided with, and must immediately use, supplies to clean and disinfect areas where there is potential for exposure to COVID-19. All common areas (bathrooms and other frequently touched surfaces) must be cleaned at least at the end of each shift or as determined by enhanced cleaning procedures.

Return to Work

If an employee of Nottoway County is suspected or has tested positive for COVID-19, the following guidelines are to be followed.

If an employer (supervisor) is notified of a positive test for one of its own employees, contractors, temporary employees, or other persons who were present at the place of employment within the previous fourteen (14) days, the employer shall notify:

- Its own employees at the same place of employment who may have been exposed within twenty-four (24) hours of discovery while keeping confidential the identity of the COVID-19 person in accordance with the Americans with Disabilities Act (ADA) and other applicable laws and regulations.
- Other employers whose employees were present at the worksite during the same time period; and the building/facility owner (if different from the employer).

Choose one or both of the strategies below

Employees may return to work based on the time-based strategy implemented by Nottoway County. Employees who are suspected or known COVID-19 employees may return to work when seventy-two (72) hours have passed since recovery (resolution of fever without the use of fever-reducing medications and improvements in respiratory symptoms) AND at least ten (10) days have passed since the symptoms first appeared; or

Employees may return to work based on the test-based strategy implemented by Nottoway County. Employees who are suspected or known COVID-19 employees may return to work when there is a resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms, AND two (2) consecutive negative results from a U.S. Food and Drug Administration Emergency Use COVID-19 test taken at least twenty-four (24) hours apart. An employee has the right to refuse the COVID-19 test; however, the employer will then be required to follow the symptom-based strategy.

Job Safety COVID-19 Analysis

Exposure	Potential Risks	Infection Protection Measures	Department or Work Class Groups
Lower Exposure Risk (Caution)	Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with COVID-19 nor frequent close contact with (within six (6) feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers.	• Promote frequent and thorough hand washing. • Provide alcohol-based hand rubs containing at least 60% alcohol. • Encourage employees to stay home if they are sick. • Encourage respiratory etiquette including covering coughs and sneezes. • Take advantage of policies and practices, such as flexible worksites (e.g., telecommuting) and flexible work hours (e.g., staggered shifts) to increase the physical distance among employees. • Discourage employees from using others' phones, desks, offices, or other work tools and equipment when possible. • Maintain regular housekeeping practices, including routine cleaning and disinfecting of surfaces, equipment, and other elements of the work environment.	

Job Safety COVID-19 Analysis

Exposure	Potential Risks	Infection Protection Measures	Department or Work Class Groups
Medium Exposure Risk	Medium exposure risk jobs include those that require frequent and/or close contact with (within six (6) feet of) people who may be infected with COVID-19 but who are not known or suspected COVID-19 patients. (Schools, juvenile detention centers, jails, sports, venues, entertainment, airports, bus and transit stations, high population density work environments, and some high-volume service settings.)	• Includes recommended safe job procedures from lower exposure risk above. • Install physical barriers, such as clear plastic sneeze guards where feasible. • Consider offering face masks to ill employees and customers to contain respiratory secretions until they are able to leave the workplace (i.e., for medical evaluation/care or to return home). • Keep customers informed about symptoms of COVID-19 and ask sick customers to minimize contact with workers until healthy again, such as by posting signs about COVID-19 in areas where sick customers may visit. • Where appropriate, limit customers' and public's access to the worksite or restrict access to only certain workplace areas. • Consider strategies to minimize face-to-face contact (e.g., curbside delivery, phone-based communication, telework). • Communicate the availability of medical screening or other employee health resources (e.g., on-site nurse; telemedicine services). • Workers with medium exposure risk may need to wear some combination of gloves, a gown, a face mask, and/or a face shield or goggles. PPE for employees in the medium exposure risk category will vary by work task, the results of the employer's hazard assessment, and the types of exposures workers have on the job.	

Job Safety COVID-19 Analysis

Exposure	Potential Risks	Infection Protection Measures	Department or Work Class Groups
High Exposure Risk	High exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19. Workers in this category include: - Healthcare delivery and Emergency staff (e.g., doctors, nurses, emergency response staff who must enter patients' rooms or homes) exposed to known or suspected COVID-19 patients. (Note: When such workers perform aerosol-generating procedures, their exposure risk level becomes very high. - Medical transport workers (e.g., ambulance vehicle operators) or Law Enforcement moving known or suspected COVID-19 patients in enclosed vehicles.	- Includes recommended safe job procedures from Lower and Medium exposure risks above. - Post signs requesting patients and family members to immediately report symptoms of respiratory illness on arrival at any healthcare facility and use disposable face masks. - Prompt identification and isolation of potentially infectious individuals is a critical step in protecting workers, customers, visitors, and others at a worksite. - Encourage employees to self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure. - Communicate procedures for employees to report when they are sick or experiencing symptoms of COVID-19. - Where appropriate, develop procedures for immediately isolating people who have signs and/or symptoms of COVID-19 and train workers to implement them. Move potentially infectious people to a location away from workers, customers, and other visitors. Although most worksites do not have specific isolation rooms, designated areas with closable doors may serve as isolation rooms until potentially sick people can be removed from the worksite. - Takes steps to limit spread of the respiratory secretions of a person who may have COVID-19. Provide a face mask, if feasible and available, and ask the person to wear it if tolerated. Note: A face mask (also	

		called a surgical mask, procedure mask, or other similar terms) on a patient or other sick person should not be confused with PPE for a worker; the mask acts to contain potentially infectious respiratory secretions at the source (i.e., the person's nose and mouth). • Restrict the number of personnel entering isolation areas. • Consider offering enhanced medical monitoring of workers during COVID-19 outbreaks. • Provide personnel who may be exposed while working away from fixed facilities with alcohol-based hand rubs containing at least 60% alcohol for decontamination in the field.	
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Job Safety COVID-19 Analysis

Exposure	Potential Risks	Infection Protection Measures	Department or Work Class Groups
Very High Exposure Risk	Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Workers in this category include: - Healthcare workers (doctors, nurses, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g., intubation, cough induction procedures, bronchoscopies, or invasive specimen collection) on known or suspected COVID-19 patients. - Healthcare or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients (e.g., manipulating cultures from known or suspected COVID-19 patients).	- Includes recommended safe job procedures from Lower, Medium, and High exposure risks above. - Most workers at high or very high exposure risk likely need to wear gloves, a gown, a face shield or goggles, and either a face mask or a respirator depending on their job tasks and exposure risks. - Those who work closely with (either in contact with or within 6 feet of) patients known to be or suspected of being infected with SARS-CoV-2, the virus that causes COVID-19, should wear respirators. For the most up-to-date information, visit OSHA's COVID-19 webpage: www.osha.gov/covid-19. - PPE ensembles may vary especially for workers who may need additional protection against blood, body fluids, chemicals, and other materials to which they may be exposed. Additional PPE may include medical/surgical gowns, fluid-resistant coveralls, aprons, or other disposable or reusable protective clothing. Gowns should be large enough to cover the areas requiring protection. OSHA may also provide updated guidance for PPE use on its website. www.osha.gov/covid-19.	

Training

Nottoway County is dedicated to ensuring employee protection. This is done to ensure that employees can return home to their families safely at the conclusion of their work day. To do that, employees must be effectively trained. Training will be accomplished as prescribed below:

- To all employees initially
- To all employees who lack understanding of the policy
- To all newly hired employees

Training will cover the information as prescribed below:

- COVID-19 signs and symptoms
- Self-monitoring for signs and symptoms
- Employer responsibilities and return to work policy
- Cleaning and disinfecting
- Specific COVID-19 analysis for employee jobs
- Nottoway County enforcement policy
- Allow for questions and answers

Responsible Party

Nottoway County has developed this policy based on the temporary 16 VAC 25-220 Emergency Temporary Standard developed by the Virginia DOLI. This policy is designed to be in place through January 15, 2021; however, this policy may be continued by Nottoway County based on Federal, State, or local guidelines. The County Administrator is responsible to ensure the adoption, dissemination, and enforcement of this policy for the safety and health of the employees of Nottoway County.

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

August 20, 2020

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 3 - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and § 2.2-3711 A 5 – Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Clerk to the Board of Supervisors



Nottoway County
Board of Supervisors

AGENDA

August 20, 2020

7:00 p.m.

A. CALL TO ORDER

Mrs. Simmons, Chair

INVOCATION

PLEDGE OF ALLEGIANCE

Mrs. Simmons, Chair

B. APPROVAL OF AGENDA

Mrs. Simmons, Chair

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Dr. Melvin Austin - Statue
2. Public Hearing - Budget Amendment
Increase Landfill Fees
3. Public Hearing -
Fitzgerald Family Cemetery
4. Public Hearing - Budget Amendment
School System CARES Fund
5. Budget Amendment - Additional Funds
from Coronavirus Relief Fund

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
 - A. Letter - Darvills Road Roundabout
 - B. Letter The Traffic Group
 - C. VDOT - Permission to Enter Property
 - D. Monthly Report
2. School Board
 - A. Request to Increase Small Purchase Allowance
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center
6. Landfill Report
 - A. Leachate Report
 - B. Monthly Waste Report
 - C. Groundwater Monitoring
 - D. Gas Monitoring Report
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report
Mr. Roark

G. UNFINISHED BUSINESS

1. Report of the Study Committee -
Memorial Statue
2. Report of the Coronavirus Relief Committee
3. Final Report - Space Study

H. NEW BUSINESS

1. Appointment - Piedmont Senior Resources

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Jane Brown, Clerk
2. Robert Jones, Sheriff

3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Budget Adjustment
Sheriff - \$9,440
2. Erroneous Assessment
Rogers - \$1,271.14
3. Erroneous Assessment
Malay - \$907.68
4. Budget Adjustment
Schools - \$2,559.70
5. Erroneous Assessment
Santoro - \$1807.31
6. Library - \$2,879.52

K. INFORMATION ITEMS

1. Report - Blackstone Fire Department
2. Dominion Energy Notice
3. Letter - Commonwealth Regional Council
4. Letter VACo
5. Letter - Mr. Gunter
6. Notice - Dominion Energy
7. Letter - VACo
8. Flyer - Extension Service
9. Letter - DEQ
10. Directional Signing Program
11. Minutes

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report
2. Animal Control Officer's Report
3. E & S Report
4. Letter - Commissioner of the Revenue
5. Letter - Commonwealth Regional Council
6. CSA Audit Findings
7. Carryover Funds
8. Health Insurance Refund
9. COVID-19 Infectious Disease Prevention Plan
10. Request from Executive Mansion

Closed Session

Section 2.2-3711(A)(3)

Possible sale of Public Property; and

Section 2.2-3711(A)(5)

Discussion concerning prospective business
or industry

**M. COMMUNICATIONS, INSTRUCTIONS OF
MEMBERS OF THE BOARD**

Mr. Vaughn

Mrs. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT



Nottoway County
Board of Supervisors

AGENDA

September 17, 2020

7:00 p.m.

A. CALL TO ORDER

Mrs. Simmons, Chair

INVOCATION

PLEDGE OF ALLEGIANCE

Mrs. Simmons, Chair

B. APPROVAL OF AGENDA

Mrs. Simmons, Chair

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Monthly Update -
Commonwealth Regional Council
2. Solar Equipment Tax -
Residential and Commercial
3. Solar Farm Moratorium

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
 - A. Monthly Report
2. School Board
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center

6. Landfill Report
 - A. Statement DEQ Annual Fee - \$2968.84
 - B. Inspection Report
 - C. Monthly Report
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report
Mr. Roark

G. UNFINISHED BUSINESS

1. Report of the Coronavirus Relief Committee
2. Personnel Policy Update - RFP

H. NEW BUSINESS

1. Nottoway County Emergency Services Association
2. Selective Enforcement Grant - \$8680
3. Appropriation - CARES Relief Funds
Electoral Board - \$52,583

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Clerk Circuit Court - \$13,082.75
2. Erroneous Assessment
Moody - \$52.80
3. Erroneous Assessment
Rhoades - \$58.40

K. INFORMATION ITEMS

1. Letter - DCJS
2. Notice - Virginia Power
3. Notice - Columbia Gas

4. Letter - VACo

5. Minutes

1. Building Inspector's Report

2. Animal Control Officer's Report

3. E & S Report

4. County Website Update

5. Letter - Auditor of Public Accounts

6. Delinquent Tax Auction

7. Request - Electoral Board
Hazard Pay for Officers of Election

8. Statement - Delinquent Tax Collection

9. Request for Building Permit Refund

Closed Session

Section 2.2-3711(A)(3)

Possible Sale of Public Property - District 1; and

Section 2.2-3711(A)(6)

Discussion of RFQs for Architectural Service for
Animal Shelter

L. COUNTY ADMINISTRATOR

M. COMMUNICATIONS, INSTRUCTIONS OF MEMBERS OF THE BOARD

Mr. Vaughn

Mrs. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 10TH DAY OF SEPTEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the work session to order at 7:00 p.m.

Supervisor Steve Bowen provided the invocation. Madam Chair Simmons led everyone in the Pledge of Allegiance to our flag.

Administrator Roark acknowledges recent media relating to the County's taxation of residential solar panels; he clarifies that he does not have taxing authority and does not do assessments. Additionally, he adds that the County may tax solar panels unless the Board chooses to pass a resolution exempting them from taxation.

Administrator Roark states that based on the current assessment being used by Nottoway Commissioner of the Revenue Christy Hudson, a citizen would pay \$3.84 tax per panel. He provides information from the Counties of Amelia, Appomattox, Brunswick, Buckingham, Charlotte, Cumberland, Dinwiddie, Lunenburg and Prince Edward and how they were assessing solar panels; if at all. He provides a document from the Department of Taxation showing this same information for other localities, Counties, and Towns.

Commissioner of the Revenue, Christy Hudson shares with the Board correspondence from Nottoway Citizen Greg Marston. She states that his ultimate goal is to have the County exempt them from taxation. Commissioner Hudson explains that while a citizen questioned who has assessing authority for the County; she clarifies that is her job and she does have such authority. She explains that she reached out to Dinwiddie County to seek their input on how they were assessing solar panels in the County and this is where she got the \$800 value. Additionally she sought the opinion of Pearson Appraisal Service and they agreed with the value. She reports that the total receipts to the County for 14 owners will only be approximately \$1,300; she has 4 additional owners currently not being taxed because she was waiting on the decision from the Board. The addition of the four owners will only increase tax receipts to approximately \$1,700 per year.

Administrator Roark reminds everyone that the County will lose revenue for the Landfill with citizens not paying an electric bill.

Supervisor Shekleton questions if the County would have to adjust rates over time for depreciation. Administrator Roark answers no and explains that the panels would become a part of the whole property assessment when the next reassessment is completed. Supervisor Bowen clarifies that they are only discussing residential solar panels; not commercial solar farms.

Supervisor Roark acknowledges a citizen that recently mentioned that taxing solar panels would be just like taxing a citizen for raising a garden; says he would not be comfortable voting for this tax. He says the revenue potential is just not there and it may discourage homeowners from going green.

Citizen Susan Yeatts offers, from experience in both the real estate and insurance markets, that solar panels don't add a significant amount of increased value to a property and there are issues with insurability in some places.

Vice Chairman Vaughn, who has considered installing solar panels for his own personal use, believes they would increase a property value. He states he would not support a taxation exemption; says he would hate to lose the utility consumption fee (\$3) that is collected for the Landfill.

Supervisor Roark suggests that property owners would still have to have a meter for cloudy days so there would be no real loss to the County's revenue stream. He doesn't feel like it is fair to tax the few taxpayers that currently have the panels.

Commissioner Hudson states that she picked up the first panels to be taxed in 2019. She reiterates that there are only 14 property owners currently being taxed; the largest owner currently has 44 panels.

Supervisor Shekleton asks for clarification on information in one of the provided documents that states that the current way solar equipment is assessed in Nottoway County is not in compliance with the Code of Virginia. Commissioner Hudson explains that information came from Mr. Marston and he didn't believe that she had the authority to assess and tax the solar panels without the Board's approval.

Supervisor Bowen expresses appreciation to Commissioner Hudson for the job she is doing.

Commissioner Hudson, lastly, adds that Mr. Marston also provided information relating to separate classifications for types of panels. She explains that they are currently taxed at the same rate as real estate and if the Board were to change this rate it would change the classification. Should that happen, she explains that the County's software provider would have to perform a program update to accommodate the separate fee/new classification.

Madam Chair Simmons asks Administrator Roark to add the solar panel taxation to the agenda for the September regular Board meeting. Supervisor Shekleton asks Commissioner Hudson to provide an estimate of the software upgrade costs prior to the September regular Board meeting.

Administrator Roark explains a second time that the County can tax the panels without an Ordinance; an Ordinance would only be needed should the Board choose to exempt them from taxation.

Administrator Roark reminds the Board of the solar farms moratorium they put in place last year; states he has had several contacts since then and they were informed of this but this cannot be upheld long term.

Supervisor Bowen explains that it had been his plan to keep the moratorium in place until such time as the County's Comprehensive Plan was successfully updated; this did not happen accordingly. He states that he will soon be asking the Board to remove the moratorium.

Administrator Roark suggests to send the matter back to the Planning Commission and have them review the new laws and make recommendations.

Administrator Roark states that he has two matters that need to be discussed in closed session. Supervisor Roark makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711.A.3 discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body and §2.2-3711.A.6 discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected; Requests for Qualifications for architectural services for an animal shelter. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board enters closed session at 7:19 P.M.

The Board returns to open session at 7:55 P.M.

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

Supervisor Roark had previously asked each Board member to prepare a list of what they viewed should be the Board's top priorities; either now or for the future. He provides his list of short term goals first:

- Urges that the County assist in spreading the word on the importance of citizen participation with the 2020 Census
- Would like to see the County, three Towns and the School system utilize one contract for CodeRED; with each entity having its own sub group; would be cheaper for all parties
- Would like to see the County's website updated completely
Assistant Administrator Prorise interjects that it is the responsibility of each Department to provide their updated information
- Courthouse Memorial Statue - announced a Town Hall with District 2 citizens
- Comprehensive Plan – would like Supervisor input before the document is finalized
- Waste Management Study – suggests Broad study not just one component of operations; would like an update on how the convenience sites have impacted waste totals/daily operations

Supervisor Shekleton asks if there is a way to find out what functions would be included in a waste management study. Supervisor Roark says he left that suggestion broad for this reason; the study could include 24 hour accessibility to the convenience sites and recycling. Vice Chairman Vaughn corrects the misconception that once you sell the Landfill you will still retain control over what's taken in; this is not factual – the County would lose control to a private owner. Supervisor Shekleton asks if such a study has ever been completed; Administrator Roark answers over 40 years. Supervisor Shekleton suggests the County may be doing its due diligence to have a new study completed.

- Emergency Services: questions the status of the emergency services study; Administrator Roark says that it may take up to a year for the study to be completed. Supervisor Roark suggests this Study can help answer some vital questions for the County; particularly whether to hire an Emergency Services Coordinator, should the County implement a fire service tax

Supervisor Roark states the County's Emergency Operations Center could be located on the Sheriff's Office if a new building was constructed; Sheriff could use this space as a conference room.

- Sheriff's Office: Potential site for Sheriff's Office after demolition of old Registrar's Office
- Animal Shelter
- Economic Development: should there be a new strategic plan; should they meet more regularly to brain storm
- Countywide Marketing and Tourism Committee: is there an interest in forming this
- Merger of Blackstone and Crewe Recreation Association – should the Board put a County representative back into the Parks and Recreation Committee
- Broadband Task Force (potential 10 years before the County will get service if something isn't done now) – maybe form a Board Committee and work jointly with staff and Commonwealth Regional Council
- Personnel Policy Procedure Manual: asks for an update on this; Assistant Administrator Prorise states the deadline date for the submission of Requests for Proposal is in one week; at that time the Personnel Committee will review them for recommendation to the Board
- change process/timing of employee health insurance policy renewal
- Employee evaluations beginning in March 202: even without new Personnel Policy updates the employee evaluations should not be held up; templates can be obtained from the State

Supervisor Roark finishes his list with what he views as long term goals:

- water and sewer infrastructure for Piedmont Park – attempt at establishing more business/industry centered around FASTC

Lastly Supervisor Roark provides additional information on Broadband service provider options; AT&T Firstnet is not an option nor is tapping into the Microsoft TV white space; additionally placing hotspots on the County's current Cellular towers is not an option. He urges for the Board to reach for a more realistic goal of availability within the next five years.

Supervisor Bowen follows and expresses appreciation to Supervisor Roark for challenging the Board. He explains that he shares some of the subject matters that supervisor Roark mentioned. In addition he offers the following:

- restructure the Board's work sessions to place accountability on unfinished/ongoing business; establish a progressive timeline
- recruitment and retention of County employees and succession planning/staggered terms for the Board; he urges all should be concerned with the future stability of the Board considering all five seats are up for re-election at the same time
- School Resource Officers and availability of future grant funding due to declining student population
- Shared Services – can the Board enhance its shared services such as a single Finance Director that handles both the County and School Budgets or an Information Technology person

Like Supervisor Bowen, Vice Chairman Vaughn's priority list included topics already discussed by Supervisor Roark; the Compensation Study, the Courthouse Facilities Study, the Animal Shelter, the Emergency Operations Center, and even the Landfill Waste Convenience Centers. In addition to those he adds Capital Improvements.

Supervisor Shekleton, in addition to the numerous topics already covered adds the following from her list:

- technology – specifically an assessment of the County's current technology and its efficiency to support the current initiatives; what would need to happen to support new business, industry and education
- cybersecurity – suggests that small localities are at a higher risk and urges that the County consider such an assessment (possible assistance from a resource being implemented by the National Association of Counties)
- Personnel – adoption of an updated Personnel Policy and implementation of employee performance review and salary administration system; VACo online salary data service available
- would like to gain a better personal grasp on the County finances and would like to see routine comparison reports such as year to date from year to year; ongoing understanding of how much of the General Fund actually represents reserves for the County
- animal shelter – completion of the Study and a determination of how the County will move forward
- recycling program – Constituents are asking about the establishment of a Program

Madam Chair Simmons wraps up the presentations of priority lists with hers. She, like everyone else, had items that mirrored those already mentioned; suggests that Broadband is one of the biggest things for her; as well as the Courthouse Facilities Study. Additionally she offers:

- Relocating the Registrar's Office back to the Courthouse Complex
- Securing a grocery store for the Western end of the County; Crewe/Burkeville area

Supervisor Bowen suggests that each member email their respective lists to the County Administrator's Office and have staff compile one list. Vice Chairman Vaughn suggests the Board will need to prioritize the priorities.

Supervisor Roark announces that is working on mock disaster training working with the County's emergency services agencies and the Virginia Department of Emergency Management.

Supervisor Bowen acknowledges the upcoming Active Shooter Training for County employees being held on September 29, 2020.

Vice Chairman Vaughn offers comments related to citizen perception that the actions of elected officials are directly related to reelection. He explains that since he was first elected to the Nottoway County Board of Supervisors he has always tried to do what was right for the County and what was in the best interest of the Citizens; his actions never had anything to do with political party affiliations. He suggests that if this is what is presented to the citizens that opposition in future elections shouldn't be an issue.

Administrator Roark provides the details on the requirements for the County's Emergency Operations Center (EOC) should it need to be activated; includes the layout, required staffing and equipment. He clarifies that the County's EOC has been fully operational since July 21, 2020.

Administrator Roark provides the Board with two letters from the Nottoway County Emergency Services Association. The first letter informs that the Agencies cannot come to an agreement on the distribution of the one-time additional budgeted funding of \$270,000 and are asking that the Board make this designation however it sees fit. He states this will be on the agenda for next week's regular meeting.

The second letter is for the CARES Committee (Coronavirus Relief Funds) and he will address that with them. He asks for a brief meeting with the Committee members after adjournment.

There being no further business to come before the Board, Vice Chairman Vaughn makes a motion to adjourn. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons adjourned the work session at 8:30 P.M.

Helen M. Simmons Chair David E. Roark Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

September 10, 2020

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 3 - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and § 2.2-3711 A 5 – Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

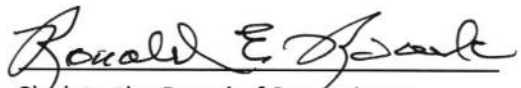
AYES: 5

NAYS: 5

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Clerk to the Board of Supervisors

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 17TH DAY OF SEPTEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Supervisor Bowen provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons asks if there are any additional items that need to be placed on the agenda for the night's meeting:

Administrator Roark requests to add a report on broadband under new business, and add two additional items to the closed session; personnel matters and consultant with the County Attorney for probable litigation.

Supervisor Bowen asks that the monthly update for the Commonwealth Regional Council (CRC) be placed under information items and if there is anything additional to report he will do so. Administrator Roark explains that CRC was added to the agenda as a presentation because Melody Foster was originally planning to attend the meeting.

Vice Chairman Vaughn makes a motion to approve the agenda, including amendments.

The minutes of the August 20, 2020 work session were presented. Vice Chairman Vaughn moves to receive and adopt the August 20, 2020 minutes as presented. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons, Nottoway County Emergency Services Director, reports that the number of positive Coronavirus cases in the County has drastically increased and strongly urges citizens to continue their mask wearing, hand washing and social distancing. She additionally urges citizens to have patience with Business employees when they require that they wear a mask when entering their establishment; those employees are simply carrying out the orders of their Supervisors. Lastly, Madam Chair Simmons reminds everyone that the Board voted on the delegation's five-minute speaking limit at its January 2020 organization meeting and asks that all speakers simply honor that limit without negative outbursts.

Madam Chair Simmons asks if there are any delegations from the public:

Sarah Allen: Ms. Allen reiterates Madam Chair's comments related to COVID-19 by acknowledging a local family that recently suffered the loss of a family member due to the virus. Ms. Allen begins her comments by reflecting on a racist attack on four small children in Birmingham, Alabama in 1963. She states that the Board has missed an opportunity to lead and set a positive example and that the statue doesn't promote heritage only hate.

Ashley Davis: Ms. Davis states that she would like to address two things; County resources and the Confederate statue. She says that those that are asking for the statue to be removed from the Courthouse Complex don't want anyone's heritage to be destroyed they are only asking for the Statue to be relocated. She urges also that the future of the statue should not be someone's political agenda; it should have remained a moral decision. She concludes by acknowledging the recent unpleasantness on social media; citizens are posting comments without regard or respect for others. Ms. Davis suggests that the citizens can't expect the Board to effectively lead them if they are being treated in such a disrespectful manner; reminds all that elected officials are still people. Lastly she suggests for Leaders to reach out to the community and provide assistance to those in real need of resources.

William Clarke: Mr. Clarke begins by acknowledging the recent loss of a close friend due to COVID-19 and urges the Board to crackdown on local officials to enforce the mask requirements. He continues by expressing there is a misconception that the argument surrounding the Courthouse statue removal is about racism; he urges it is not, it is the hatred that has presented itself between each side of the argument. Mr. Clarke suggests that if the removal and/or relocation of the statue isn't settled soon, this level of hatred will only worsen.

Thomas Crews: Mr. Crews seeks clarification on how the Board will handle the results of the referendum; asking what date the Board will recommend to the Judge, how will the referendum question be worded and how will that determination be made, and lastly what will happen if majority of citizens vote for the statue to be removed before a suitable new location has been found? Mr. Crews suggests it was cowardly of the Board to send the matter to a referendum and that using voters as a shield is never a good idea.

Mr. Crews continues his comments with a change of subject matter; broadband access. He states that many parents of school aged children are struggling with the School's virtual learning platform due to insufficient internet coverage in the County. He expresses agreement with some of the Supervisors that, just last month, discussed the need for broadband services across the County and states it is essential that this is pursued immediately. Mr. Crews asks for the Board to appoint a Committee to investigate the obstacles to Nottoway County obtaining universal broadband access and have them report back to the Board with their findings and a plan.

Supervisor Bowen suggests that the Committee recommendation from Mr. Crews is worth taking a look at. He explains that his wife's main job duties, as a technology employee of the Nottoway County Public Schools, is dealing with the technical difficulties students and parents are facing with virtual learning due to a lack of broadband or high speed internet in the County.

Todd Tribble: Mr. Tribble expresses his agreement with the citizens that believe the Courthouse statue should be removed. He states that, through recent research, he discovered that according to the 1860 Census Nottoway County had a total of 6,468 African-American slaves as residents; accounting to more than 67% of the County's population and the highest population of any County in Virginia. Mr. Tribble states that the people wouldn't be where they were today had those slaves not done all that they did. He suggests that those same slaves more than likely were caretakers to white children. Additionally states that he has yet to discover a single marked grave for any of these slave. Mr. Tribble suggests that the County should seed enough land to build a multi-cultural museum in the County which could also pay tribute to the Nottowa Indian Tribe.

Madam Chair Simmons explains to Mr. Tribble that she agrees with his thoughts on the multi-cultural museum and the Board has taken initiative to research such a project.

Sue Yeatts: Mrs. Yeatts informs that she had changed her mind and decided not to speak; she instead provides Supervisor Roark with information she had previously agree to provide. She offers praise to Mr. Tribble for his presentation.

Allan Queen: Mr. Queen asks the Board to consider establishing a second opportunity for citizens to speak before the Board, stating that a single five minute time slot is not sufficient.

Sonny Abbott: Mr. Abbott suggests the he recently saw hope in the Board's potential for forward progression during discussion at its work session the week prior. Mr. Abbott urges the Board to more closely monitor and report the progress of its numerous pending issues such as the Animal Shelter, the Space Utilization Study, the disbursement of the one-time additional funding for Emergency Services, the demolition of the old Blackstone School building. Of those subject matters he asks if it is time to seek a different group of architects for the proposed new animal shelter, is there a County owned piece of property that is better suited for such a facility and if not would said architects assist with this search and any improvements deemed necessary. He poses additional questions that lend itself to the implication that the County has not done all of the legwork it should have. Mr. Abbott offers ideas for potential methods for distribution of the additional funds for Emergency Services. He additionally suggests that the Board should not rely so heavily on the County Administrator and staff; every decision requires the involvement of the Board.

The Board hears the following public hearings/presentations:

1 – Monthly Update – Commonwealth Regional Council: Mrs. Foster was scheduled to attend the meeting but is not present

2 – Solar Equipment Tax – Residential and Commercial: Administrator Roark reminds of the citizen request the Board heard at its work session the week prior to exempt residential solar panels from taxation; they also heard a brief presentation from Nottoway Commissioner of the Revenue Christy Hudson where she explained how she arrived at the current valuation being used for them. Administrator Roark has provided information from the surrounding Counties on how they handling them or whether they are taxing them.

Supervisor Shekleton reiterates comments previously made by Commissioner Hudson that the total annual revenue from taxation of the current panels in the County would be less than \$2,000. Administrator Roark confirms this but adds that would only be the case until the next reassessment is completed at which time they become part of the total assessed real estate value.

Supervisor Roark suggests that long-term financial stability will not come from nickel and dime proposals such as taxing the solar panels; although acknowledges that every dollar counts. He adds that after further research on taxation of the panels, it appears to come with more down sides than up, to include being a deterrent for citizens to go green. He has received information from Insurance companies reflecting difficulty on their part to reasonably insure the solar panels because they are a higher risk item for damage. As a result of his research, Supervisor Roark suggests the Board should exempt only the residential solar panels for the next three to five years; states this would force the issue to be re-evaluated in the future and not slip through the cracks. He questions information provided for Dinwiddie County; some says they exempt the solar panels from taxation and other says they assess them at \$800 per panel. Administrator Roark clarifies that Dinwiddie does not exempt the panels and the \$800 assessed value is correct.

Supervisor Roark suggests that the only way he sees for the County to generate additional revenue, to offset the current shortfalls the citizens have been criticizing the Board for, is to raise the real estate tax rates and bring them more in line with other counties. Additionally he says the only other option for revenue would have been for the County's economic development strategy from 2018 to 2019 to have resulted in new business.

Supervisor Shekleton states that she would be in agreement to exempt the residential solar panels provided it would be reevaluated at such time in the future that the revenue potential grows.

Supervisor Bowen urges everyone to remember that solar power is not completely green as it still requires a battery for operation; the disposal of such batteries as well as the panel materials themselves, should they become damaged or inoperable, is a cause for concern to him. He does express, however, that he would be in agreement to the three to five year exemption.

Vice Chairman Vaughn states that he would be in favor of a three year exemption and then a required reevaluation.

Supervisor Roark makes a motion to draft an Ordinance for public hearing exempting only residential solar panels for a period of three years and then a required reevaluation. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Solar Farm Moratorium: Administrator Roark reminds the Board of their action, some time ago, establishing a moratorium on solar power farms in the County; allowing time for the General Assembly to review them and make the laws regulating them more acceptable to Counties. He explains that since the moratorium was put in place, other Counties have written Ordinances and put them in place; he urges the Board to refer the matter back to the Planning Commission and ask that they take the County's Ordinance and compare it to others and recommend any changes they deem appropriate or necessary.

Vice Chairman Vaughn makes a motion to refer the County's Ordinance on solar power farms back to the Planning Commission for their comparison to other Counties and recommendations for change. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen, choosing to clarify that a solar farm is very different than someone having solar panels for their home, states that he has recently had two different people reach out to him requesting that Nottoway remove its moratorium because they have been contacted by companies wanting to use their land for the solar farms. Vice Chairman Vaughn says there is a solar farm located at Fort Picket that was installed three or four years ago. Supervisor Bowen states there is an official State definition as to what designates a solar farm; he thinks it is anything in excess of 25 kilowatts.

The Board receives the following Department reports:

1 - Highway Department:

Administrator Roark provided information received from Assistant Residency Engineer Dianna Bryant; the refresh of pavement markings on Rt. 723/Rt. 460 intersection is complete, the stop bar at Rt. 723/Rt. 360 was scheduled to be done through the plant mix contract, lane closure of the bridge at Rt. 460E has been extended due to unforeseen issues and is expected to last two more weeks with no interruption to traffic, safety and sight distance mowing is being completed and citizen input is requested for observed problem areas, precautionary measures are being taken ahead of the pending tropical system scheduled to bring a large amount of rain to the area.

Administrator Roark informs of a request from the Virginia Department of Transportation (VDOT) to deallocate \$4,257 of leftover funding from the Nottoway Avenue sidewalk revenue sharing project to be used for another project. Supervisor Bowen asks if this funding would be applied to a Nottoway project; without VDOT representation present, no one can confirm this.

Vice Chairman Vaughn makes a motion to deallocate the \$4,257 leftover funding and reallocate to another project. The motion received a second from Supervisor Roark.

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

A – Virginia Department of Transportation – Petersburg Residency/Nottoway Area Headquarters: Maintenance Report for the month of August 2020

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on September 10, 2020; minutes of a regular meeting of the Nottoway County School Board meeting held on August 13, 2020, seven Budget adjustments:

A – Budget Adjustment – \$22,267.50

REVENUES:

3-201-33020-0190-300	Pre-School Handicapped 619(B) (Increase in Funds 20-21)	\$ 111.00
3-201-33020-0190-300	Pre-School Handicapped 619(B) (Carryover from 19/20)	16,225.00
3-201-33020-0190-300	Pre-School Handicapped 619(B) (Carryover from 18/19)	<u>5,931.50</u>
		<u>\$22,267.50</u>

EXPENDITURES:

4-201-61100-6000-900-800-620	Materials & Supplies	<u>\$22,267.50</u>
		<u>\$22,267.50</u>

B – Budget Adjustment - \$76,788.42

REVENUES:

3-201-33084-027	SPED 611(B) Increase in funding	\$27,989.00
3-201-33084-0027	SPED 611(B) carryover from 19/20	39,790.69
3-201-33084-0027	SPED 611(B) carryover from 18/19	<u>9,008.73</u>
		<u>\$76,788.42</u>

EXPENDITURES:

4-201-61310-3001-200-200-625	OT/PT	\$10,000.00
4-201-61310-3001-300-200-625	OT/PT	10,000.00
4-201-61310-6000-200-200-625	Materials & Supplies	28,394.21
4-201-61310-6000-300-200-625	Materials & Supplies	<u>28,394.21</u>
		<u>\$76,788.42</u>

C – Budget Adjustment - \$17,642.39

REVENUES:

3-201-33084-0358	Title V, Part B, Rural Ed CO 19/20	\$15,989.54
3-201-33084-0358	Title V, Part B, Rural Ed CO 18/19	<u>1,652.85</u>
		<u>\$17,642.39</u>

EXPENDITURES:

4-201-61310-1120-200-100-670	Instructional Salary, NIS Elem	\$ 6,000.00
4-201-61310-1120-300-100-670	Instructional Salary, NMS Sec	6,000.00
4-201-61310-2100-200-100-670	FICA	459.00
4-201-61310-2100-300-100-670	FICA	459.00
4-201-61310-2210-200-100-670	VRS	997.20
4-201-61310-2210-300-100-670	VRS	997.20
4-201-61310-2300-200-100-670	HMP	1,212.00
4-201-61310-2300-300-100-670	HMP	1,211.99
4-201-61310-2400-200-100-670	Group Life	80.40
4-201-61310-2400-300-100-670	Group Life	80.40
4-201-61310-2750-200-100-670	Retiree Health Credit	72.60
4-201-61310-2750-300-100-670	Retiree Health Credit	<u>72.60</u>
		<u>\$17,642.39</u>

D – Budget Adjustment - \$67,053.22

REVENUES:

3-201-33084-0099-002	21 st Century Grant – NMS CO 19/20	\$55,306.08
	21 st Century Grant – NMS CO 18/19	<u>11,747.14</u>
		<u>\$67,053.22</u>

EXPENDITURES:

4-201-61100-1621-900-800-704	Supp. Salary Tutors	\$20,000.00
4-201-61100-1622-900-800-704	Supp. Salary Coordinator	10,000.00
4-201-61100-1151-900-800-704	Supp. Salary Clerical	10,000.00
4-201-61100-2100-900-800-704	FICA	3,060.00
4-201-61100-6031-900-800-704	Inst. Materials	<u>23,993.22</u>
		<u>\$67,053.22</u>

E – Budget Adjustment - \$36,748.59

REVENUES:

3-201-33020-0021-300	ESEA, Title IV CO 19/20	\$23,210.55
3-201-33020-0021-300	ESEA, Title IV CO 18/19	<u>13,538.04</u>
		<u>\$36,748.59</u>

EXPENDITURES:

4-201-61310-1620-200-100-506	Supp. Salary Elementary	\$10,000.00
4-201-61310-1620-300-100-506	Supp. Salary Secondary	10,000.00
4-201-61310-2100-200-100-506	FICA	765.00
4-201-61310-2100-300-100-506	FICA	765.00
4-201-61310-6000-200-100-506	Materials & Supplies	7,609.30
4-201-61310-6000-300-100-506	Materials & Supplies	<u>7,609.29</u>
		<u>\$36,748.59</u>

F – Budget Adjustment - \$76,102.59

REVENUES:

3-201-33020-0191-300	Title II, Part A CO 19/20	\$67,534.18
3-201-33020-0191-300	Title II, Part A CO 18/19	<u>8,568.41</u>
		<u>\$76,102.59</u>

EXPENDITURES:

4-201-61310-1620-200-100-630	Supplemental Salary, Elementary	\$20,000.00
4-201-61310-1620-300-100-630	Supplemental Salary, Secondary	20,000.00
4-201-61310-2100-200-100-630	FICA	1,200.00
4-201-61310-2100-300-100-630	FICA	1,200.00
4-201-61310-3000-200-100-630	Purchased Services	10,000.00
4-201-61310-3000-300-100-630	Purchased Services	10,000.00
4-201-61310-6030-200-100-630	Instructional Materials	6,851.30
4-201-61310-6030-300-100-630	Instructional Materials	<u>6,851.29</u>
		<u>\$76,102.59</u>

G – Budget Adjustment - \$178,214.07

REVENUES:

3-201-33020-0020-300	ESEA Title I, Part A CO 19/20	\$160,910.22
3-201-33020-0020-300	ESEA Title I, Part A CO 18/19	<u>17,303.85</u>
		<u>\$178,214.07</u>

EXPENDITURES:

4-201-61310-1620-200-100-500	Supplemental Salary, Elementary	\$ 10,000.00
4-201-61310-2100-200-100-500	FICA	765.00
4-201-61310-3000-200-100-500	Purchased Services	75,000.00
4-201-61310-3001-200-100-500	Professional Development	30,000.00
4-201-61310-6000-200-100-500	Materials & Supplies	<u>62,449.07</u>
		<u>\$178,214.07</u>

Supervisor Bowen makes a motion to approve the seven School budget adjustments. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark provides information relating to the potential loss of revenue due to reduced Nottoway County Public School student population; he explains that each student equates to reduced State revenue in the amount of \$6,684. Supervisor Shekleton asks for clarification that this lost revenue would be State funding; Administrator Roark confirms this is correct. Supervisor Shekleton then asks does the reduced State revenue indicate a reduced required local match; Administrator Roark confirms this is correct also but adds that no previous Board has ever made that reduction in funding.

Supervisor Bowen questions how the State funding is handled; is the funding received at the beginning of the year with an obligation to return funding later? Administrator Roark explains that the State funding is calculated based on the estimated daily membership the Budget is prepared by and distributed by that until March when a true-up is done; adjustments are made for the remaining fiscal year disbursements.

3 - Health Department – Howard Nash, MD FCAP: no report provided

4 - Economic Development Committee: Administrator Roark says there will be a meeting on Thursday, September 24, 2020 at the Fort Pickett Officer's Club

5 - Regional Jail Authority Report & Juvenile Detention Center: Virginia Department of Juvenile Justice Statewide Detention Facility Population, July 2020 Piedmont Regional Juvenile Detention Center Utilization Report, July 2020 Piedmont Juvenile Detention Center Report

Administrator Roark informs that, during the most recent Piedmont Regional Jail Board Authority meeting, a report was provided on the condition of the Jail; there was discussion on the potential for additional funding required to make the necessary repairs and improvements to include a full roof replacement.

6 - Landfill:

A – Letter – Virginia Department of Environmental Quality (DEQ) – Solid Waste Annual Fee for billing year 2019 - \$2,968.84; reflective of the total amount of waste deposited in to the Nottoway County Landfill for the calendar year

B – Letter – Virginia Department of Environmental Quality – Craig Morris, PRO Solid Waste Inspector: a compliance inspection of the Nottoway County Landfill was completed on August 13, 2020; during the inspection no apparent violations of the Virginia Waste Management Act, the Virginia Solid Waste Management Regulations, nor the SWP 304 were observed

C - August 2020 Nottoway County Sanitary Landfill waste report; average of 57.52 tons of waste per day received

Supervisor Roark seeks clarification on information provided in the DEQ Inspection results; why does the report reference the allowable daily waste limit of 300 tons. Administrator Roark explains that the Landfill is now permitted to have a daily intake of up to 300 tons but that is not what is being taken in. The permit was amended in the past from 100 tons to 300. He reminds that at the time the changes were made to the Waste Convenience Centers there was a daily intake of approximately 100.

Supervisor Roark asks if the cells at the Landfill are built to accommodate 50 tons a day or what is permitted; 300 tons. Administrator Roark states the cells are built according to what is actually being taken in; the average volume of daily waste.

7 - Fort Pickett Redevelopment Authority: there is nothing to report at this time

8 - Planning Commission Report: The Planning Commission did not meet for September

The Board revisits the following old business:

1 – Report of the Coronavirus Relief Committee: Madam Chair Simmons reports that a total of \$143,115.22 has been distributed to Small Business applicants throughout the County and there are more still being reviewed. Additionally it is reported that due to the 2nd round of CARES Relief Funds received, the County will be able to assist Crewe Medical Center with planned enhancements to its facility to accommodate future testing abilities and safer patient treatment practice

The Board considers the following new business:

1 – Letter(s) – Nottoway County Volunteer Emergency Services Association – Dion Tomer, Chairman: it is reported that during the most recent Association meeting, the group was not able to come to a consensus on an equitable distribution of the \$270,000 one-time additional funding awarded them in the FY21 Budget; they are deferring the decision to the Board

Vice Chairman Vaughn suggests waiting until the Fire Study is completed to distribute the funding and makes a motion to that affect. Administrator Roark states that the Study may take up to a year to be completed. Supervisor Roark explains that he was in attendance at the Association meeting and as a result suggests to put the funding where the current need is; 65% to the Rescue Squads and 35% to the Fire Departments.

Supervisor Shekleton explains that she met with Chairman Tomer and another member from Blackstone Volunteer Fire Department and it was made mention of the fact that Nottoway County Emergency Squad receives a large amount of revenue recovery from insurance billing.

Supervisor Roark acknowledges this fact but reports that even with this revenue recovery the Squad is currently operating at nearly a \$400,000 deficit; the Fire Departments are not facing this same predicament. Supervisor Bowen clarifies that the funding was approved for distribution in the current fiscal year and the Study may not even be completed until the next year. Supervisor Bowen suggests that he and Vice Chairman Vaughn schedule another meeting with the Association and then hold another discussion at a future work session.

Supervisor Shekleton reminds that Nottoway County Emergency Squad has contracted with the Federal Government to provide services for FASTC; suggesting this produces substantial revenue for them. Supervisor Roark expresses disagreement with this statement and states this is not sufficient funding to offset their daily operating expenses to provide services to the County citizens.

Supervisor Roark states that while Nottoway County Emergency Squad does bill patient's insurance companies; they operate under compassionate billing and don't always receive payment.

Administrator Roark interjects that the County can distribute the equipment contribution now, which is normally distributed later in the fiscal year, but will have to wait until after peak tax collection time to distribute the operations contributions. The Board hears citizen input that with the demands on emergency services due to the COVID-19 pandemic, the Agencies are in need of the funding now.

Madam Chair Simmons reminds all of Vice Chairman Vaughn's motion on the floor to wait on the distribution of the \$270,000 until the Fire Study is completed. Vice Chairman Vaughn withdraws his motion; which never received a second.

Supervisor Roark makes a motion to proceed with immediately disbursing the additional funds using the current distribution method.

Supervisor Shekleton expresses her support for an equal distribution of the funding based on a lack of effective knowledge relating to things such as current departmental operating budgets and call volumes.

Citizen Sonny Abbott interjects and quotes Roberts Rules of Order that when a motion is made and does not immediately receive a second it dies; there should be no discussion until a second is made or the motion dies.

It is clarified that the Emergency Services Ad-hoc Committee will meet and come back with a recommendation; all information will be shared with the whole Board as quickly as it is obtained.

Letter – Nottoway County Volunteer Emergency Services Association – Dion Tomer, Chairman: Requesting that the CARES Relief Funds Committee consider using a portion of the funding to improve the County's radio communication infrastructure

Supervisor Shekleton explains that she can offer input on what the request involves and will distribute this to fellow Committee member Madam Chair Simmons.

Supervisor Roark seek clarification on the use requirements of the CARES funding; specifically how long does a recipient have to use the funds. He expresses desire to use the funding, if an allowable expense, to assist with a complete upgrade to the County's emergency communications system.

2 – Letter – Virginia Department of Motor Vehicles – Richard D. Holcomb, Commissioner: Nottoway Sheriff's Office has been awarded \$8,680.00 grant funding from the National Highway Traffic Safety Administration for Federal Fiscal Year 2021; the funding is to be used for Selective Enforcement – Speed

Supervisor Roark makes a motion to approve the Grant funding and appropriate it to the Sheriff's Budget. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Appropriation – CARES Relief Funds: The Nottoway County Electoral Board has been awarded \$52,583.00 funding to assist with voter safety for the November 2020 election; Administrator Roark clarifies this is completely separate funding from the CARES Relief Funds the County received

Nottoway General Registrar Angela Stewart briefs the Board on the plans for handling the citizen voting in a safe manner and how this CARES funding will assist with that; it will also assist with extra equipment, extra staff, and increased postage expenses. She also explains the deadlines associated with completing the election canvass; as a result of the Pandemic any ballot that is postmarked on election day will still be counted, the Electoral Board has been provided three extra days to allow for this count.

Supervisor Bowen makes a motion to appropriate the \$52,583 CARES Relief Funds for the Electoral Board. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Roark provides a report on Broadband and begins with the statement that it could potentially take up to 10 years to get sufficient coverage to Nottoway County. He explains that this time of year limits available grant funding but provides a number of current existing funding sources that may allow the County to repurpose to assist with broadband access; including CARES Relief Funds and Tobacco Commission funding that has been requested for Nottoway Biofuels. He states that CARES funding can be used so long as it can be tied directly to the public health emergency or distance learning as a result of the emergency. Additionally he provides future grant opportunities; USDA Reconnect funds/Grant, grant and loan combinations, and low interest loans, Virginia Technology Communication Initiative (VITA), USDA Distance Learning and Telemedicine Grant Programs. Lastly he urges everyone to visit the US Broadband website which can provide a great deal of information on potential grant opportunities.

Reports, requests, and recommendations of Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: Expresses appreciation for the Board allowing him to utilize leftover funding from fiscal year 20 to hire additional Officers and proudly reports that as of September 1, 2020 the County now has 24-hour law enforcement coverage

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth’s Attorney: provides an update on the repairs to her office; there was a delay in the project start but she is hoping the water and mold issues will be fixed over the next two days

Madam Chair Simmons presents the CONSENT CALENDAR:

1 – Budget Adjustment – Circuit Court Clerk - \$13,082.85

REVENUES:

3-100-24040-0090	Library Grants	<u>\$13,082.75</u>
	(Grant funds for records restoring)	<u>\$13,082.75</u>

EXPENDITURES:

4-100-21060-5804	Discretionary Fund	<u>\$13,082.75</u>
		<u>\$13,082.75</u>

2 – Erroneous Assessment: Refund Harrison Andrew & Kimberly Moody \$52.80 for an erroneous real estate assessment for tax years 2018 and 2019

3 – Erroneous Assessment: Refund Robert Rhoades \$58.40 for an erroneous real estate assessment for tax years 2017, 2018 and 2019

Vice Chairman Vaughn makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Roark. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – Letter – Virginia Department of Criminal Justice Services – Shannon Dixon, Director: Allowing modification of job duties for grant funding School Resource Officers or School Security Officers due to COVID-19

2 – Notice: Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider US-4, Sadler Solar Project, for the rate year commencing June 1, 2021
Case No. PUR-2020-00123

3 – Notices: Application of Columbia Gas of Virginia, Inc. for approval to amend a System Expansion pursuant to Chapter 28 of Title 56 of the Code of Virginia Case No. PUR-2020-00149, Application of Columbia Gas of Virginia, Inc. for approval to amend and extend its SAVE Plan pursuant to Virginia Code §56-604, and for approval to implement a 2021 SAVE Plan Rider in accordance with Section 20 of its General Terms and Conditions, Case No. PUR-2020-00138

4 – Letter – Virginia Association of Counties – Dean A. Lynch, CAE, Executive Director: Conveying concern with, and opposition to, HB 5006 (Cole) which would require a waiver of penalties and interest on local taxes for certain qualified taxpayers affected by business closures resulting from the COVID-19 pandemic; under Virginia Code §58.1-3916, local governing bodies already have authority to provide some flexibility in tax deadlines and rates of penalties and interest

5 – Minutes: Piedmont Regional Juvenile Detention Center Commission meeting held on July 20, 2020, Nottoway County Planning Commission meeting held on July 14, 2020, Nottoway County Public Library Board of Trustees meeting held on June 17, 2020, Piedmont Soil and Water Conservation District Board meeting held on September 22, 2020

Administrator Roark presents the following correspondence:

Administrator Roark says that the County Administrator's Office continues to be under attack citing constant telephone calls, office visits, and Freedom of Information requests. He adds to this that a citizen filed a complaint to the State Fire Marshalls Office about the County Administrator's Office; the findings are requiring the removal of extension cords in the office and relocation of boxed, stored files that pose an egress risk. He states that due to a second citizen complaint, an inspection was completed on the General District Court building and repairs are required to the fire alarm system; these repairs will begin early next week.

Administrator Roark reports that the petition requesting a Referendum for the Courthouse Statue has been provided to the Courts and awaits the decision of the Judge.

Administrator Roark informs that Rugby Environmental will be completing an asbestos inspection of the old Registrar's Office on Tuesday, September 22, 2020.

Administrator Roark states that he was prepared to provide information requested by a citizen; he states that citizen is not present at the meeting and he will wait until she is present to make that report.

1 - Building Inspector's Report: report period August 2020

2 - Animal Control Officer's (ACO) Report: report period August 2020; Administrator Roark reports that the old Animal Control vehicle, the red Ford pickup, has been transferred to the Nottoway County Landfill and a new one has been put in service for Animal Control

3 - Erosion and Sedimentation Report: no report provided;

4 - County Website Update: Assistant County Administrator John Prosis is requesting authorization to have a complete overhaul done on the Nottoway County website; the current theme and formatting is outdated; Administrator Roark adds that if approved this would be funded from the Board Discretionary Fund

Assistant Administrator Prosis provides the plan on the update and how Blair Marketing will be working closely with the County to complete it.

Supervisor Roark, stating he believes the submitted quote is too high, makes a motion to seek Requests for Proposal for the update of the County's website. The motion dies for lack of a second.

Supervisor Bowen acknowledges the need to update the County's website and offers support for the theme proposed by Assistant Administrator Prosis; *Nottoway County; Where Heroes are Trained*. Supervisor Shekleton offers agreement about revamping the Site.

Madam Chair Simmons informs Administrator Roark to include this as an item on the agenda for the October regular meeting.

Administrator Roark provides the report that he passed over earlier in the meeting believing the citizen that requested the information was not in attendance. He explains that the citizen, in their request, expressed support for Supervisor Bowen's first priority he presented during the Board's work session the week prior; restructuring the Board's work sessions to reflect more accountability on unfinished business or ongoing matters in efforts to maintain a progressive timeline. Administrator Roark states staff is gathering information about those priorities and will report back to the Board. He continues stating the citizen encouraged the Board to consider other things such as including outstanding action items on each priority; he suggests the priorities should remain as goals. The citizen questioned matters related to the Animal Shelter land study; what properties were considered and why they were discounted. Administrator Roark explains that have been two properties considered in Burkeville and they are still under consideration. There was an additional property located on Rt. 460 at Cherry Tree Crossing was discounted because of its depth; it could not meet the County's zoning setback requirement.

The Citizen's comments included the County's Compensation Study completed by Robinson, Farmer, Cox Associates (RFC), the Space Utilization Study, the Fire Study, the employee evaluation requests for proposal and cost being outstanding action items. For the Compensation Study particularly pay grade changes, items that were proposed to be delivered that were not and why. Administrator Roark states the Study was requested by the previous Board and it appeared they were satisfied with the results; RFC invoiced the County and the Study has been paid for and as far as both Parties are concerned the Study is finished. For the Space Study Administrator Roark explains that the next phase is in limbo until the financial downfall of the COVID-19 pandemic is fully known. Administrator Roark states the Fire Study may take up to one year to be completed and the employee evaluation form is being completed by RFC at it is expected to be at no cost to the County.

The Citizen asked for information on any additional outstanding Requests for Proposal (RFP) or Requests for Qualifications (RFQ) and to which vendors they were sent. Administrator Roark says there is only one outstanding RFP for the re-write of the County's Personnel Policy Manual; it has been advertised in the Richmond Times Dispatch and a proposal was sent to everyone that responded. The Citizen acknowledged Supervisor Shekleton's request for Year-to-date and year-to-year comparative financial information. Administrator Roark explains that Finance Director Katy Tomer is working with the County's software provider to create a specific query for the reports requested. Lastly the citizen requested that the County have the list of Board Committees added to the County website and that has already been done.

5 – Letter – Auditor of Public Accounts: the review of the Commonwealth collections and remittances of the Treasurer, Commissioner of the Revenue, and Sheriff for Nottoway for the year ended June 30, 2020 has been completed; the results of the tests found the Constitutional Officers complied, in all material respects, with state laws, regulations and other procedures relating to the receipt, disbursement, and custody of state funds

6 – Letter – James W. Elliott, Attorney at Law: during the delinquent tax auction held on July 09, 2020 a bid for the following parcel was insufficient to pay all outstanding taxes and court costs; the County has the option to reject this bid and attempt to resell the parcel for a higher bid or accept this bid and subsidize the sale

Curtis L. Watson: a bid of \$5,600.00 was received, the property has an assessment of \$6,400.00; if the bid is received, the County will recover all of the costs previously paid of \$272.60, the County will receive \$672.57 as payment toward the unpaid tax lien of \$3,107.93 and will not be required to make any additional contribution to close this file. This figure includes a proportional share of the outstanding taxes and liens due to the Town of Crewe in the amount of \$3,654.83

Supervisor Roark makes a motion to accept the bid of \$5,600.00 on the Curtis L Watson parcel. The motion receives a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

7 – Letter – Nottoway County Electoral Board: Seeking the Board's assistance with providing an increased stipend for 55 Officers of Election that will serve on November 3, 2020 due to their willingness during the pandemic. Administrator Roark clarifies that the funds for this expense will come from a Grant separate from the Federal CARES Relief Funds awarded to the Electoral Board. Nottoway Voter Registrar Angela Stewart informs the Board that, as has been reported in the news recently, a large number of localities have already approved hazard pay for the Officers.

Vice Chairman Vaughn moves to authorize the increase in pay for the Officers of Election that will serve on November 03, 2020. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Roark questions if an amount should have been established by the Board. Administrator Roark confirms they do. Madam Chair Simmons notes that the Electoral Board has recommend between \$25 and \$100 additional pay. Registrar Stewart urges the Board to approve an amount that is in-line with other localities. Vice Chairman Vaughn states that with his motion he was allowing the maximum of \$100.

For the sake of clarification Vice Chairman Vaughn makes a motion to authorize hazard pay for the November 03, 2020 Officers of Election in the amount of \$100 per Officer. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

8 – Letter – James W. Elliott, Attorney at Law: requesting reimbursement for costs incurred during delinquent tax collection in the amount of \$4,089.80. Supervisor Roark makes a motion to approve the reimbursement to Attorney Elliott. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

9 – Refund of Building Permit Fee: Mr. Leonard K. Hewitt is requesting a refund of a building permit fee he paid in the amount of \$439.62; he had to change builders after he purchase his permit and no work was performed, the new builder obtained their own permit.

Supervisor Roark makes a motion to approve the refund for Mr. Hewitt. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark explains he has a number of things that need to be discussed in closed session. Supervisor Roark makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711.A.1 discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals; Sheriff's Office and Registrar's Office, § 2.2-3711.A.3 discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; in District 1, §2.2-3711.A.6 discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected; discussion of the Requests for Qualifications for architectural services for the Animal Shelter, and pursuant to §2.2-3711.A.7 consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; actual litigation.

Administrator Roark explains that he was contacted by the County Attorney right before the meeting and he informed that he had fallen ill and the Board would have to consult with him by telephone. Supervisor Roark's motion receives a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board enters closed session at 8:42 P.M.

The Board returns to open session at 9:38 P.M.

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

Supervisor Bowen makes a motion to authorize Administrator Roark to follow the directions he was given in Closed Session concerning personnel and the Registrar's Office. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair announces that the night's meeting will be adjourned until Thursday, September 24, 2020 at 1:00 PM at the Fort Pickett Officer's Club; it is adjourned at 9:40 PM.

Hele M. Simon

Chairman

Ronald E. Bork

Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

September 17, 2020

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 1 – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments of schools of public institutions or higher education where such evaluation will necessarily involve discussion of the performance of specific individuals, and §2.2-3711 A 3 - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and § 2.2-3711 A 6 Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely and § 2.2-3711 A 7 – Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Clerk to the Board of Supervisors

AT A SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 23RD DAY OF SEPTEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the special meeting to order at 6:00 p.m.

Supervisor Bowen provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair stated the purpose of the meeting was to discuss Personnel issues.

Supervisor Shekleton makes a motion to appoint Sheila Harper to the Nottoway CARES Committee. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark provides information relating to the Virginia Association of Counties Annual Business meeting. The meeting will held using a virtual platform on Tuesday, November 11, 2020 at 10:00 A.M; the Board needs establish their voting credentials.

Supervisor Bowen makes a motion to authorize voting credentials to Madam Chair Simmons with the alternate being Vice Chairman Vaughn. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons entertains a motion to enter closed session. Vice Chairman Vaughn makes the motion to enter closed session pursuant to Code of Virginia §2.2-3711.A.1 Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The motion receives a second from Supervisor Bowen.

Supervisor Roark informs Madam Chair Simmons that the Code of Virginia say a public body may enter closed session, not shall, and he objects to entering into closed session. He explains that he believes the citizens should be made aware of what is happening.

Following a voice vote on Vice Chairman Vaughn's motion to enter closed session, the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	No
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board enters closed session at 6:03 P.M.

Supervisor Bowen asks for confirmation that Supervisor Roark can still participate in the closed session even though he voted against it. Madam Chair Simmons states he can still participate in the closed session. Additionally Supervisor Bowen requests that it only be the five Board members in the closed session.

The Board returns to open session at 9:02 P.M.

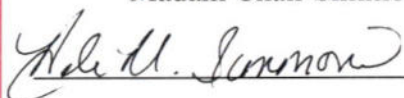
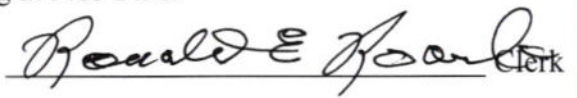
Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

Madam Chair Simmons explains that due to the three hour rule she had to poll each member on whether to continue with this meeting or adjourn until another day. One member was not able to continue so the meeting will be reconvened on Monday, September 28, 2020 at 6:00 PM in the General District Court Room

Madam Chair Simmons adjourns the meeting at 9:05 P.M.

 Chairman  Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

September 23, 2020

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 1 – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments of schools of public institutions or higher education where such evaluation will necessarily involve discussion of the performance of specific individuals

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

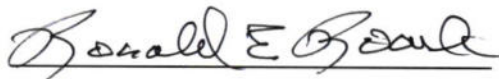
AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Clerk to the Board of Supervisors

AT AN ADJOURNED MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 24TH DAY OF SEPTEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the adjourned meeting to order at 1:00 p.m.

Supervisor Bowen provided the invocation.

Madam Chair Simmons stated the purpose of the meeting was to interview architects who submitted proposals for architectural services for the Animal Shelter.

Administrator Roark provides the Board with the prepared question for the election referendum that will be presented to the Circuit Court Judge for consideration; it reads as follows:

Should the County of Nottoway remove and relocate the 1893 Confederate monument that sits directly in front of the Courthouse?

Vice Chairman Vaughn urges the Board to have an idea of where the Courthouse statue will be relocated should this be what the majority of the citizen's vote in favor of. Supervisor Roark agrees and suggests they should have this decision made long before the voters have it as an option for the selected election.

Supervisor Bowen makes a motion to approve the referendum question for the Courthouse statue, as presented, and forward it to the Circuit Court Judge for consideration. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark asks the Board to appropriate \$100,000 of new money to begin improvements and necessary maintenance on the Courthouse facilities; he augments this request the caveat that should this not be a sufficient amount he will seek an additional appropriation from the Board. He adds that the asbestos inspection on the old Registrar's Office was completed today; pending the results he will immediately begin the demolition of the building.

Supervisor Roark makes a motion to authorize the new appropriation of \$100,000 to begin necessary/required repairs at the Courthouse Complex. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark asks for authorization to seek Requests for Proposal (RFP) for painting the exteriors of all buildings at the Courthouse Complex. Supervisor Bowen makes the motion to authorize the RFPs for painting at the Courthouse. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen makes a motion to approve a Budget Adjustment for the Sheriff's Budget not to exceed \$7,000. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks the Board to provide her with names of qualified citizens for her consideration as appointments to a Pandemic Team; a Team to be implement and put in place to take care of any future instances such as COVID-19. Vice Chairman Vaughn asks Madam Chair for the basic qualifications she would like them to consider in potential appointees. She explains that qualifications such as current emergency medical providers or people with previous or current medical experience would make ideal candidates.

Supervisor Roark asks the Board for their consideration in naming any new Nottoway County Animal Shelter the *Noel R. Shekleton Animal Shelter and Care Facility*.

Supervisor Bowen makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711.A.6 discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected; interviews with architectural firms for services for the Animal Shelter. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board entered closed session at 1:09 P.M.

The Board returns to open session at 7:26 P.M.

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

Supervisor Roark makes a motion to proceed with negotiations with the firms that made presentations in the order established in closed session. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

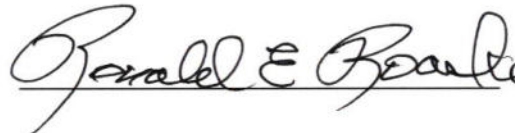
S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen makes a motion to adjourn until Tuesday, August 29, 2020 at 12 Noon at the Fort Pickett Officer's Club. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair adjourned the meeting at 7:29 P.M.

 Chairman

 Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

September 24, 2020

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 6 Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

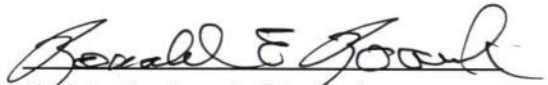
AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Clerk to the Board of Supervisors

AT AN ADJOURNED MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 28TH DAY OF SEPTEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the special meeting to order at 6:00 p.m.

Supervisor Bowen provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Nottoway Commonwealth's Attorney Leanne Watrouss addresses the Board concerning the status of her Office repairs. She explains that the repairs are taking longer than everyone expected and she is in need of temporary office space. Attorney Watrouss states that she was hoping the Health Department Conference Room would serve the purpose but after further investigation this doesn't seem like it will be feasible.

Madam Chair Simmons assures Attorney Watrouss the Board will find her a suitable temporary Office location.

Madam Chair Simmons stated this is an adjourned special meeting of the Board to consider personnel matters.

Administrator Roark presented the Board with a copy of a proposed Fire Evacuation Plan for their consideration. He explains that this was the same Plan presented to the Board at a previous meeting and they took no action on it.

Vice Chairman Vaughn makes a motion to adopt the Fire Evacuation Plan as presented. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Roark informs that a County employee that works at Pickett Lodge (LRA), has tested positive for COVID-19; as a result the other LRA employees have been tested and are required to quarantine until the test results are returned. The LRA Office is closed until such time as results are received also.

Administrator Roark states that October is Fire Prevention Month and he would like the Board's authorization to place a public notice in the local newspapers asking citizens to inform the County of E-911 address markers that need to be replaced.

Supervisor Roark makes a motion to approve the newspaper ad for the E-911 address marker replacement. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark asks the Personnel Committee to provide a time to meet and review the Request for Qualifications for the Personnel Policy Update.

Supervisor Roark makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711.A.1 Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The motion receives a second from Supervisor Bowen. Following a voice vote the motion entered as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board enters closed session at 6:08 P.M.

The Board returned to open session at 8:45 P.M.

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

Madam Chair Simmons expresses appreciation for everyone's patience during the extensive closed sessions and states that the Board looks forward to the County moving forward in a positive manner.

September 28, 2020

Supervisor Bowen makes a motion to adjourn the meeting. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair adjourns the meeting at 8:46 P.M.

 Chairman

 Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

September 28, 2020

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 1 – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments of schools of public institutions or higher education where such evaluation will necessarily involve discussion of the performance of specific individuals

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Clerk to the Board of Supervisors

AT AN ADJOURNED MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 29TH DAY OF SEPTEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: LYNN K. SHEKLETON
PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the adjourned special meeting to order at 12 Noon.

Supervisor Bowen provided the invocation.

Madam Chair states the purpose of the meeting is to visit the Jack Boswell property in Burkeville that is being considered as a site for a new Nottoway County Animal Shelter. She informs that Supervisor Shekleton will meet the Board on-site in Burkeville.

Administrator Roark provides the report from the asbestos inspection on the old Registrar's Office; there was asbestos discovered in the building and this will need to be removed prior to demolition.

Supervisor Bowen makes a motion to recess the meeting so the Board can visit the Boswell property. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair recesses the meeting at 12:01 PM

Madam Chair reconvenes the meeting at 1:37 P.M. in the General District Court.

Supervisor Roark explains that Town of Burkeville staff believe that the Burkeville property will only require building one new sewer line to supply the Animal Shelter.

Supervisor Bowen exclaims the Boswell property would be a good site for new construction and the Board should consider making both sides of the building attractive and not just the front as has been suggested. Additionally he states that he would like an aerial map reflecting the sites existing water and sewer connections/lines.

Assistant County Administrator Prosise explains that the property is not currently divided and that any mapped property lines would only serve as a reference.

Supervisor Bowen acknowledges the likely possibility that the Board will receive a great deal of citizen complaints because the facility will be located in Burkeville and not in the center of the County.

Madam Chair Simmons reiterates the need to find out from the architect what the minimum amount of required property will be to build the Shelter.

Assistant Administrator Prosise exclaims how good the site visibility is from the Highway.

Madam Chair Simmons informs Administrator Roark to add a presentation from Landfill Supervisor Gary Easter to the agenda for the October regular Board meeting; additionally states there will be no work session held in November due to the Board's invitation to attend the Nottoway County Emergency Squad annual dinner nor in December.

There being no further business to come before the Board, Supervisor Bowen makes a motion to adjourn the meeting. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons adjourned the meeting at 1:44 PM

 Chairman  Clerk



Nottoway County
Board of Supervisors

AGENDA

October 15, 2020

7:00 p.m.

A. CALL TO ORDER

Mrs. Simmons, Chair

INVOCATION

PLEDGE OF ALLEGIANCE

Mrs. Simmons, Chair

B. APPROVAL OF AGENDA

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Mr. Gary Easter, Manager
Nottoway County Landfill
2. Ms. Melody Foster
Commonwealth Regional Council
3. Public Hearing
Ordinance to Exempt Solar Equipment -
Residential and Commercial

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
2. School Board
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center

6. Landfill Report
 - A. Stormwater Report
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report
Mr. Roark

G. UNFINISHED BUSINESS

H. NEW BUSINESS

- 1.
1. Grant - Electoral Board - \$13,978.25
2. FY20 - VJCCA Grant Closeout
3. Replacement of Registrar's Building
4. Relocate County Administrator's Office
5. Appropriate Funds to Cover Changes
6. Personnel Policies Manual
7. Animal Shelter RFQ
8. Update on Courthouse Complex Repairs

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Donations - ACO - \$45
2. Budget Adjustment
Sheriff - \$450.39
3. Erroneous Assessment
DMM Properties, LLC - \$6800.68

K. INFORMATION ITEMS

1. Fire Prevention Week
E-911 Marker Replacement

2. Letter - Town of Blackstone
Cox Road Water Line Extension
3. Letter - Mr. Boswell
Return of Appraisal Fee
4. Letter - Bruce Jones
NOAA Weather Radios
5. Monthly Report - CRC
6. Piedmont Senior Resources
Medical Transportation Program
7. Letter - Mrs. Jordan
Broadband Coverage
8. Petition - Dominion Energy
9. Blackstone Fire - Monthly Incident Report
10. Regional Family Assistance Center Plan
11. Minutes

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report
2. Animal Control Officer's Report
3. E & S Report
4. 911 Sign Maintenance
5. Public Notice - DEQ
Enforcement Action - FASTC
6. Request for Refund
Building Permit - JES - \$253.13

M. COMMUNICATIONS, INSTRUCTIONS OF MEMBERS OF THE BOARD

Mr. Vaughn

Mrs. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 10TH DAY OF SEPTEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the work session to order at 7:00 p.m.

Supervisor Steve Bowen provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

The Board hears information relating to the following items that will be on the agenda for the regular meeting next week:

1 – Ordinance to exempt solar panels – residential & commercial: Administrator Roark reads aloud the proposed Ordinance

Supervisor Bowen questions if there is a way to guarantee that a future Board will review this Ordinance as it declares; Administrator Roark answers that there is no real way but feels sure the Commissioner of the Revenue will assist with this.

(SEE PAGE THRU PAGE
FOR PROPOSED ORDINANCE
TO AMEND SOLAR PANELS)

2 – Presentation – Landfill: Landfill Supervisor, Gary Easter, will make a presentation at the request of Madam Chair Simmons.

Administrator Roark announces that since he prepared and distributed the agenda for the night's work session, Melody Foster has informed that she will attend the regular meeting next week to make a presentation on the Comprehensive Economic Development Strategy; and the planned inclusion of both Nottoway and Cumberland Counties. It is reported that the information has been placed on the County's website and public comments are encouraged.

Madam Chair Simmons states that she has had County citizens ask her if the Board will offer an extension on the due date of the Real Estate and Personal Property taxes. Supervisor Roark asks if the penalty and interest can be delayed with any due date extension. Administrator Roark states that it can be extended for a period of time and he will provide information on this at the regular meeting next week.

3 – Replacement of Registrar's building

Administrator Roark explains that as a result of communications with Madam Chair Simmons and her desire to locate the Registrar's Office back on the Courthouse Complex, as well as the realism that any planned new construction resulting from the Courthouse facilities study will be put on hold for the foreseeable future, Staff has obtained a bid for a 24' x 60' modular unit to be placed in the same spot as the existing building that is set to be demolished. A purchase order has been issued for the removal of the asbestos siding on the building at a cost of \$2,970.00.

Administrator Roark continues providing details on the proposed modular unit. The estimated cost, through a Commonwealth of Virginia purchasing contract, is \$77,965.00. Additional costs are \$37,583 for delivery, block, level and anchor, vinyl skirting, aluminum deck, ramp and steps.

Supervisor Roark asks if this would be a permanent placement; no is the answer provided as the unit could be relocated in the future. Administrator Roark explains that he has discussed this with Registrar Angela Stewart and she is pleased with the proposed unit.

Supervisor Shekleton asks if the modular unit would be put on a foundation; Administrator Roark answers no that it will be placed on block with a vinyl skirting. She then asks about the planned location for the Unit; Administrator Roark answers in the footprint of the existing building.

Supervisor Bowen asks if this Plan would impede any future plans to relocate the Sheriff's Office to that lot. Administrator Roark clarifies that the Courthouse Facilities Study shows the Registrar's Office being located across the Street and not in the old buildings current location.

Administrator Roark also adds that the modular unit could be sold in the future if it is no longer needed; prompting clarification at the request of Supervisor Roark that this would be an outright purchase and not a lease; the lease price is \$1,200.00 per month. Supervisor Roark comments that the modular unit may come in handy in the future if new construction is approved as a result of the Space Utilization Study

4 – Relocate County Administrator's Office: Administrator Roark presents the possibility of obtaining an additional modular unit to relocate the County Administrator's Office. Madam Chair Simmons explains that it would not be feasible to complete any renovations on the existing building and simultaneously continue to operate on a daily basis. She additionally explains that this could alleviate the current space and privacy issues.

Supervisor Bowen asks what the current building was originally built. Administrator Roark states it was built and donated by the Bruce Foundation to be a Library; similar buildings were built for Charlotte and Lunenburg Counties, and possibly Prince Edward also.

Supervisor Roark asks about the opinion of the Administration staff on a potential relocation and if it would require additional assistance to complete it. Administrator Roark explains that adequate space is a current problem for everyone in the Office; the lack of adequate conference room space is a problem also.

Supervisor Roark asks Administrator Roark if he can obtain a possible cost estimate on the relocation prior to next week's regular meeting; he answers he will try.

Vice Chairman Vaughn questions when the Board plans to take a look at the recommendations in the completed Courthouse Facilities Study; suggests that's what the Board needs to move forward with. Supervisor Bowen states that he wants to get the Sheriff's Office moved across the street and visible to the Public. Vice Chairman Vaughn states that he wants to move the Treasurer's Office out of the basement. Supervisor Roark questions the possibility of the Registrar's Office staying put, temporarily, at the Burkeville Elementary School until a new Sheriff's Office could be constructed. Madam Chair Simmons reminds that the current placement at Burkeville is at the mercy of the School System and their planned future for the building. There is a general discussion held on how everyone views is best to proceed with improvements to the Office's at the Courthouse Complex and acknowledgement that any forward progress will require new construction at some point.

Administrator Roark expresses his doubts that the Sheriff's Office can be relocated to the Registrar's property due to the location of the existing drain fields for both the Health Department and the Registrar's Office. He explains there is a current small waste water treatment station on the opposite side of the road that is servicing the Complex; he is unsure if this could accommodate any new construction.

5 – Appropriation of additional funds to cover changes: Administrator Roark explains that there may be a need for an additional \$200,000 appropriation to continue with improvements at the Courthouse Complex; especially if the modular unit is approved for the Registrar's Office.

Supervisor Shekleton asks if there is a prepared itemization for the projected increased costs; Administrator Roark will provide one at the time the appropriation becomes necessary. He adds that the repairs to the Commonwealth's Attorney office are going to be much higher than originally anticipated. He explains that the Town of Blackstone has agreed to complete the demolition of the old Registrar's Office but will charge for equipment time and labor and they can't provide an estimate at this time.

Supervisor Bowen, processing the numbers on proposed modular units, repairs, etc., suggests that delaying actions related to the Courthouse Facilities Study may prove to be a financial failure.

6 – Personnel policies manual: Administrator Roark explains that there was only one submission as a result of the request for proposals; this has been reviewed by the Personnel Committee and they have directed him to seek copies of current policies from other localities that are willing to share. As of now he has received two; one from each Amelia and Prince Edward County.

7 – Animal Shelter request for qualifications (RFQ): Administrator Roark provides the Board with information they requested as a result of the last visit to the proposed Burkeville property; a map of where the existing water and sewer infrastructure is located

Supervisor Bowen exclaims that he really likes the location of the Burkeville property. Both Madam Chair Simmons and Supervisor Shekleton offer their agreement.

Administrator Roark explains there were six RFQs received and the Board interviewed all of them; as a result the submissions were ranked. He was then instructed to enter negotiations with the number one ranked company and as a result they are willing to enter in to a contract with the County for \$20,000.00 including expenses.

Supervisor Shekleton asks for clarification that their proposal is for the Phase II part of the Study; Administrator Roark answers yes. Supervisor Roark asks if completion of Phase II will result in blueprints for a new facility. Administrator Roark explains it will not establish construction plans only conceptual plans. Supervisor Roark suggests having Staff reach out to the Company and see what an estimated cost would be on actual constructions plans. Administrator Roark confirms that none of the six proposals included construction plans.

Supervisor Shekleton asks for clarification on whether any of the six proposals included utilizing the already completed Phase I Study. Administrator Roark answers that none of them did and when he asked the number one ranked Company they only stated they would refer to it and that they planned to complete their own.

The Board holds a discussion on the expectations of proceeding with Phase II; Supervisor Roark suggests that having to repeat the Phase I work could be justified based on the fact that the original plan was done on the premise that there would be a renovation to existing metal building.

Supervisor Roark asks if the Board has considered a timeframe to complete the Animal Shelter project; the unanimous answer is no. He additionally asks if the Board has considered advertising for possible property elsewhere in the County that someone would be willing to donate or sell for the Shelter.

Supervisor Shekleton questions whether any chosen architectural firm would need to visit the site to make the determination on whether the site is even a feasible location. Administrator Roark states the Company has utilized information currently available on the internet for their proposal.

Administrator Roark will attempt to obtain a cost estimate on construction drawings prior to next week's meeting.

9 – Update on Courthouse Complex repairs: Administrator Roark explains there have been two electricians completing work (Jones Electric and Pope Electrical) and the sheetrock work has been completed in the Commonwealth's Attorney Office (this has a completion deadline by the end of next week)

Madam Chair Simmons asks if there is any other business to be brought before the Board.

Supervisor Roark informs of a recent funding initiative announced by Governor Ralph Northam; he has allocated \$30 million in CARES funding for the purpose of fast tracking Broadband projects; the application opportunity beings tomorrow, Friday, October 09, 2020. He explains that he has been in contact with representatives from Abigail Spanberger's office and they are willing to write a letter of support for the County should it choose to apply. He asks that County staff reach out to the Commonwealth Regional Council and ask them to submit application on Nottoway's behalf. Additionally he provides a brief report on the funding guidelines.

Supervisor Roark suggests considering purchasing hot spots for each Nottoway County student home(s) that does not have access to internet; could have a potential cost of nearly \$150,000.00. Supervisor Bowen reads aloud a citizen complaint on the lack of available broadband for Nottoway County.

Supervisor Roark asks if the County's allocation of Federal CARES Relief funds (CARES) could assist with the hot spot purchase. Supervisor Shekleton, explaining that such a purchase would be in direct response to COVID and the requirement for virtual education, states that it may be possible but time constraints could prove to be a hindrance. She asks what happens when the School returns to classroom education; who maintains the equipment and pays the recurring monthly fees that Supervisor Roark has estimated at \$20 per month.

Supervisor Shekleton asks for confirmation that Nottoway County Public Schools received their own distribution of CARES funding; after it is confirmed they received approximately \$700,000.00 she questions how they have been using it.

Supervisor Roark asks if anyone else has heard of the fiber optic line that is running along the railroad tracks. Administrator Roark clarifies there are existing lines but they require a "last mile provider" for hook up.

Supervisor Roark asks for an update on the status of the County's Comprehensive Plan update; Administrator Roark explains the Commonwealth Regional Council (CRC) is waiting on a copy of the County's current plan so they can prepare their proposal. Supervisor Roark encourages open communications with CRC during the Plan update.

Supervisor Roark asks for an update on the disbursement on the Emergency Services funding. Supervisor Bowen states that the Committee will meet next Tuesday; Administrator Roark is working on providing some additional information for them.

Supervisor Shekleton requests that the Emergency Services Committee add the status of the repairs required for the Sunny Slope tower site to their next meeting agenda.

Supervisor Roark reports on a recent Town Hall meeting he hosted with Crewe Mayor Phil Miscovic that included both other Crewe elected officials as well as representatives from Burkeville. There was a discussion about the possibility of shared services such as HR (Human Resources) and IT (Information Technology). It was suggested to have County staff seek input from the Sheriff's Office, managers from the three Towns, and the School on any needs they have or data they can provide. Additionally it was favorably discussed for there to be an umbrella CodeRed Plan that will better financially benefit the County, the three Towns and the Schools.

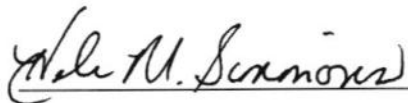
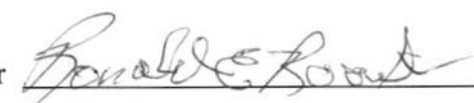
Supervisor Bowen explains the details surrounding former discussions related to CodeRed with now retired Sheriff Larry Parrish; it was his desire to only utilize the program for alerts for actual emergencies. Supervisor Roark explains that there can be sub-groups established that would alleviate such concerns and a single Plan could save up to \$1 per capita for the Towns. Lastly he adds there would be potential savings for the School also.

Supervisor Bowen asks Madam Chair Simmons if she would be willing to make a statement at next week's regular meeting concerning a recent article that was featured in a Prince Edward County newspaper pertaining to Crossroads Services Board and her name being mentioned in the article. Madam Chair explains that it involves a personnel matter and she cannot offer comment.

There being no further business to come before the Board, Vice Chairman Vaughn made a motion to adjourn the work session. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons adjourned the work session at 8:07 P.M.

 Chair  Clerk

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 15TH DAY OF OCTOBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK (ABSENT AT CALL TO ORDER)
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT:

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Supervisor Bowen provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons asks if there are any additional items that need to be placed on the agenda for the night's meeting:

Administrator Roark informs he has two items to add to the agenda; under new business a report from the Emergency Services Committee and under the County Administrator section he needs to add the County website.

Supervisor Bowen makes a motion to approve the agenda, including amendments. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Absent
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons announces that with the absence of Supervisor Roark, should a motion result in a tie vote, the motion will be defeated.

The minutes of the September 17, 2020 regular meeting, the September 23, 2020 special meeting, the September 24, 2020 adjourned meeting, the September 28, 2020 adjourned meeting, and the September 29, 2020 adjourned meeting were presented. Vice Chairman Vaughn moves to receive and adopt the September 17, 2020, September 23, 2020, September 24, 2020, September 28, 2020 and the September 29, 2020 minutes as presented. The motion received a second from Supervisor Shekleton. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Absent
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons asks if there are any delegations from the public:

John Schutt: Mr. Schutt states he is present as a tax paying citizen in both District 1 and District 2 and he would like to discuss ambulance services in the County. He expresses concern for the future stability of the services and the current funding distribution from the County. Mr. Schutt believes it should be everyone's responsibility, the citizens, the County and the three Towns, to ensure the future success of pre-hospital care.

Thomas Crews – Mr. Crews announces he wishes to discuss two subject matters; the Courthouse Statue and high speed internet access across the County. Mr. Crews informs he is enraged at the Board's handling of the Courthouse statue and says they botched the matter with the vote for the referendum. He urges that the entire process is tainted due to political cowardness. Next, Mr. Crews exclaims that in the past he asked the Board to assign a committee to ensure a plan to obtain high speed internet for its citizens; suggests no forward movement is visible. He states that the current pandemic and virtual learning requirements have not created this problem; it has only brought it to the forefront.

Brian Welch, Burkeville Volunteer Fire Department – Mr. Welch expresses appreciation to the Board for their willingness to participate in the National Incident Command System training; all five have signed up to participate in the January 2021 training.

Allen Queen, Recycling Program Manager – Department of Military Affairs: Mr. Queen suggests that due to a viable concern for the financial stability and future expansion space at the Nottoway County Landfill, the County could consider expanding the current operations to an integrated solid waste operation that would include a recycling program

Supervisor Bowen agrees that recycling is an issue that the Board can take a closer look at in the future now that the Waste Convenience sites have been restructured and manned.

Sue Yeatts – Mrs. Yeatts expresses concern that the Board is not working together as a cohesive group. She explains that the recent information being circulated that a member of the Board is withholding vital information from the rest is proof of this. She concludes by offering her thoughts on effective supervision.

Mel Crawford – Ms. Crawford, displaying a copy of a recent local newspaper, exclaims that any expressed vision for the County by a Supervisor should include all of them, not just one. She expresses concern with recent attempts by citizens to demean the County Administrator; Assistant Administrator John Prosise, and Madam Chair Simmons. She lastly states that one person cannot and should not say they are the voice for all; they should be respectful and appreciative of each other.

Madam Chair Simmons reads aloud a letter from citizen Charlotte Wood who expresses how disheartened and appalled she is at the recent public attacks against County Administrator Roark; suggests this is a blemish for Nottoway County.

Supervisor Bowen shares some thoughts on human behavior and how we should all treat each other better; suggests this is what good leadership is founded on.

Madam Chair Simmons reads aloud a letter from Paul Lee, Certified Public Accountant with Robinson, Farmer, Cox Associates suggesting that the Board have its procurement policy updated to reflect the most recent information contained in the Commonwealth of Virginia's Public Procurement Act.

The Board heard the following presentations:

1 - Mr. Gary Easter, Manager – Nottoway County Landfill: Mr. Easter gives a brief employment background and the extensive experience he has in waste management. He provides a brief explanation of the daily operations of the Landfill. He additionally informs the Board of the negative potentials that come along with privatizing the Landfill. Mr. Easter explains that when a public Landfill is sold to private industry the Locality loses nearly complete control on what types and quantity of waste is brought into the County. He adds that many of the additional types of potential waste to be accepted can pose environmental hazards; contaminated soil, coal ash and sludge.

Mr. Easter explains that a public landfill is typically not intended to make money; it's a County-run facility that sustained by the County's tax money. He adds that he considers the Landfill and trash one of the core services that the County provides for its citizens. Lastly, Mr. Easter details some potential new funding resources for the Nottoway County Landfill to include rental of waste containers to citizens/private Business.

Supervisor Roark joins the meeting at 7:51 P.M.

2 - Ms. Melody Foster – Commonwealth Regional Council: Ms. Foster provides a background on how the Comprehensive Economic Development Strategy (CEDS) was originated and explains that it provides a roadmap for sustainable economic growth for the Region. Ms. Foster explains that with completion of the CEDS one of the requirements for receipt of Economic Development Administration (EDA) funding is met.

Ms. Foster explains that the Draft CEDS is slated for adoption by the Commonwealth Regional Council the following week; it will then be forwarded to EDA for their approval.

Supervisor Bowen expresses disappointment with the pending expiration {September 2021} of a Department of Environmental Quality Water Withdrawal Permit for Prince Edward County's Sandy River. Ms. Foster explains that any re-application would be the decision of Prince Edward County.

The Board held the following public hearing:

1 - Ordinance to exempt solar equipment from taxation – residential and commercial: Administrator Roark reads aloud the proposed Ordinance exempting solar equipment for both residential and commercial properties within the County

Madam Chair Simmons asks if there is anyone wishing to speak in favor of, or against, the solar equipment exemption:

Sonny Abbott, stating that while he is not against the exemption, asks questions related to the Ordinance clarity and will it be defined what distinguishes residential use from commercial use such as a solar farm; if your residential property is in use as an active farm does this make it a solar farm?

Former Cumberland County Administrator and current practicing Attorney Vivian Giles is in the audience and Supervisor Bowen asks her to provide the knowledge she has on solar energy. Mrs. Giles explains that the main distinction is the use of the solar panels; is it for residential or commercial use for buildings or is the power being generated for resale.

Vice Chairman Vaughn makes a motion to table action on the solar equipment exemption ordinance until the November regular meeting. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board receives the following Department reports:

1 - Highway Department:

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on October 08, 2020; minutes of a regular meeting of the Nottoway County School Board meeting held on September 10, 2020, minutes of the joint Board work session of the Nottoway County School Board and Amelia County School Board, six Budget adjustments:

1 – Budget Adjustment - Ath Life Grant - \$3,500.00

REVENUES:

3-201-24020-0127	Ath Life Grant	<u>\$3,500.00</u>
		<u>\$3,500.00</u>

EXPENDITURES:

4-201-61100-1620-301-500-530	Supplemental Salary	\$3,232.25
4-201-61100-2100-301-500-530	FICA	267.75
		<u>\$3,500.00</u>

2 – Budget Adjustment - Perkins - \$67,624.00

REVENUES:

3-201-33084-0048	Perkins	<u>\$67,624.00</u>
		<u>\$67,624.00</u>

EXPENDITURES:

4-201-61100-1620-300-300-650	Supplemental Salary	\$ 2,600.00
4-201-61100-2100-300-300-650	FICA	199.00
4-201-61100-3000-300-300-650	Purchased Services	17,370.00
4-201-61100-5500-300-300-650	Travel	7,000.00
4-201-68100-8300-300-300-650	Hardware	<u>\$40,455.00</u>
		<u>\$67,624.00</u>

3 – Budget Adjustment – NMS School Improvement Grant - \$30,000.00

REVENUES:

3-201-33020-0107-300	NMS School Improvement Grant	<u>\$30,000.00</u>
		<u>\$30,000.00</u>

EXPENTURES:

4-201-61310-3000-200-100-550	Purchased Services Elementary	\$13,679.00
4-201-61310-3000-300-100-550	Purchased Services Secondary	13,679.00
4-201-61310-5000-200-100-550	Travel Elementary	434.00
4-201-61310-5000-300-100-550	Travel Secondary	434.00
4-201-61310-6000-200-100-550	Materials & Supplies Elementary	887.00
4-201-61310-6000-300-100-550	Materials & Supplies Secondary	887.00
		<u>\$30,000.00</u>

4 – Budget Adjustment – CARES Act Revenue (additional funding) - \$479,995.78

REVENUES:

3-201-33084-0425	CARES Act Revenue (Add funding)	<u>\$479,995.78</u>
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EXPENDITURES:

4-201-61310-1620-200-200-595	Supp. Salary SPED Elem.	\$ 1,000.00
4-201-61310-1620-300-200-595	Supp. Salary SPED Sec.	1,000.00
4-201-61310-2100-200-200-595	FICA	76.50
4-201-61310-2100-300-200-595	FICA	76.50

4-201-61310-3000-200-200-595	Purchased Services SPED Elem.	2,363.89
4-201-61310-3000-300-200-595	Purchased Services SPED Sec.	2,363.89
4-201-61310-1620-200-500-595	Tutoring Supp. Salary Elem	10,000.00
4-201-61310-1620-300-500-595	Tutoring Supp. Salary Sec.	10,000.00
4-201-61310-2100-200-500-595	FICA	765.00
4-201-61310-2100-300-500-595	FICA	765.00
4-201-61310-3000-200-500-595	Purchased Services Elem	5,000.00
4-201-61310-3000-300-500-595	Purchased Services Sec.	5,000.00
4-201-68100-3000-900-000-595	Technology Purchased Services	175,032.00
4-201-68100-6000-900-000-595	Technology Supplies	111,528.00
4-201-64200-6006-900-000-595	Custodial Cleaning Supplies	16,273.44
4-201-64200-6006-200-100-595	Custodial Supplies – Private School	2,653.56
4-201-64200-6000-900-000-595	Maintenance Materials & Supplies	42,990.02
4-201-64200-6000-200-100-595	Maint. Materials & Supp. – Priv Sch	7,009.98
4-201-61100-1120-900-600-595	Summer School Salary	42,930.00
4-201-61100-2100-900-600-595	FICA	3,168.00
4-201-61100-6030-900-600-595	Materials & Supplies	1,000.00
4-201-61310-3001-200-100-595	School Based MH Train Pur Svc	16,000.00
4-201-61310-3001-300-100-595	School Based MH Train Pur Svc	16,000.00
4-201-61310-3002-200-100-595	Social Emotional Screener Pur Svc	3,500.00
4-201-61310-3002-300-100-595	Social Emotional Screener Pur Svc	3,500.00
		<u>\$479,995.78</u>

5 – Budget Adjustment - VTSS - \$4,500.00

REVENUES:

3-201-24020-0270	Virginia Tiered Sys. of Support	<u>\$4,500.00</u>
	(New Grant)	<u>\$4,500.00</u>

EXPENDITURES:

4-201-61310-1620-200-100-680	Supp. Salary Elementary	\$2,077.88
4-201-61310-1620-300-100-680	Supp. Salary Secondary	2,077.87
4-201-61310-2100-200-100-680	FICA	172.13
4-201-61310-2100-300-100-680	FICA	172.12
		<u>\$4,500.00</u>

6 – Budget Adjustment – CARES Act Revenue - \$325,658.00

REVENUES:

3-201-33084-0425	CARES Act Revenue -	<u>\$325,658.00</u>
		<u>\$325,658.00</u>

EXPENDITURES:

4-201-64200-6000-900-000-585	Maintenance Materials & Supplies	\$225,658.00
4-201-68100-6000-900-000-585	Technology Materials & Supplies	<u>100,000.00</u>
		<u>\$325,658.00</u>

Administrator Roark explains that due to the total amount of the Adjustments, there is a requirement for a public hearing. Supervisor Roark makes a motion to advertise the six budget adjustments for public hearing at the November regular meeting. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Administrator Roark announces a request for a joint meeting with the Nottoway County School Board concerning the Amelia Nottoway Technical Center; the Board will pick a date.

3 - Health Department – Howard Nash, MD FCAP: no report provided

4 - Economic Development Committee: Administrator Roark announces there will be no meeting for October

5 - Regional Jail Authority Report & Juvenile Detention Center: July 2020 and August 2020 Piedmont Regional Jail Authority Revenue report, July 2020 and August 2020 Piedmont Regional Jail Authority Transportation report, May 2020 through August 2020 Piedmont Regional Jail Authority Jurisdiction Report

6 - Landfill:

A – Letter – Draper Aden Associates – Jeffrey C. Norman, Senior Project Geologist: report from the Nottoway County Sanitary Landfill Stormwater Monitoring Program, Second Quarter 2020 – Visual Examination

7 – Fort Pickett Redevelopment Authority: Nothing to report at this time

8 – Planning Commission Report: Administrator Roark announces there was no meeting held for October

The Board has no unfinished business to revisit.

The Board considers the following new business:

1 – Grant – Nottoway County Electoral Board: recipient of a Center for Tech and Civic Life (CTCL) grant in the amount of \$13,978.25; for the exclusive purpose of planning and operationalizing safe and secure election administration in Nottoway County in 2020

Supervisor Roark moves to receive and appropriate the CTCL grant for the Nottoway County Electoral Board. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

2 – Letter – Virginia Department of Juvenile Justice – Ayana Obika-Clayborne, Program Support Tech Senior on behalf of Beth Mohler Stinnett, Program Manager: The Virginia Juvenile Community Crime Control Act (VJCCCA) Fiscal Year 2020 end of the year financial certification from Nottoway has been received and the expenditure report has been reviewed; based on funds expended the County needs to refund the Commonwealth \$5,221.00 by November 01, 2020; (\$19,399.00 was provided and only \$14,178.00 was expended).

Vice Chairman Vaughn moves to authorize the return of VJCCCA funding in the amount of \$5,221.00 to the Commonwealth. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Relocation of Registrar's Office: Assistant County Administrator John Prosis provides information that has been obtained, including a sketch for a proposed building; two modular units combined to make 1,440 square footage at a price of \$77,965.00; in addition to this will be required \$37,583.00 for delivery, setup and skirting, and an aluminum handicapped ramp and steps. He explains that any additional options or modifications would change the pricing provided.

Supervisor Roark asks if this plan is reflective of what is recommended by the completed Courthouse Facilities Study; Assistant Administrator Prorise answers that it does not. As a result, Supervisor Roark states that he would not vote in favor of this plan and that he feels it would be a waste of taxpayer dollars; he adds that he wants to see the Sheriff's Office in a new building at this site.

Supervisor Bowen agrees with a relocation of the Sheriff's Office to make it more visible to the citizens; he expresses concern that putting this modular unit in the footprint of the existing Registrar building may derail future plans that are recommended in the Study. He additionally exclaims that with the current economic impact from the COVID pandemic, most of which that is yet to be known, recommendations from the Study more than likely won't be implemented any time soon.

As a result of a question for clarification from Supervisor Roark, Assistant Administrator Prorise explains that this plan is for the purchase of the modular unit; not a monthly lease. Supervisor Roark expresses his desire to see the funds that are being asked for this building to be put to a better use for the County, such as digitizing documents to combat the current storage/space issues.

Supervisor Shekleton explains that she isn't comfortable enough with the plan to vote on it; unsure how this plan fits into the overall plan as a result of recommendations made in the Courthouse Facilities Study.

Nottoway County Voter Registrar Angela Stewart is in the audience and states that the School will be needing the Burkeville Elementary School (BES) building in the future which will result in a need to find alternative space for her Office; she adds that she and her staff would like to come back to the Courthouse Complex.

Supervisor Roark suggests that if the Board will be meeting soon with the Nottoway County School Board they can discuss the future plans for the BES building. Dr. Grimes, Nottoway County Public Schools Superintendent, is in the audience and states that the conversation can certainly be held at the joint meeting but there are other pending matters related to the building that will pose as factors.

Administrator Roark explains that the County will need to have an Engineer look at the site to see if the current waste water infrastructure will accommodate new facilities. The Board ends the discussion with unanimous agreement that everyone wants to see the Registrar's Office relocated back to the Courthouse Complex and will table any action until after meeting with the School Board

4 – Relocate County Administrator's Office – The Board holds no discussion on this item

5 – Appropriate funds to cover changes: The Board holds no discussion on this item

6 – Personnel Policies Manual – Administrator Roark explains that the Committee has reviewed the only proposal received for the update and that was from Evergreen Solutions, located in Florida, at a proposed cost of \$12,500. As a result the Committee instructed him to seek Policies from other willing localities and he has obtained two so far.

Supervisor Roark, a member of the Personnel Committee, explains that the Committee has agreed to save the County \$12,500 by completing the Plan update themselves; they are hoping to have it complete and ready for the Board's review prior to the December regular meeting. He additionally reports that they have obtained a template for an employee evaluation form that they believe will work for the County. Lastly, Supervisor Roark expresses appreciation for the knowledge and efforts of Supervisor Shekleton.

7 – Animal Shelter RFQ: Administrator Roark explains that the County received six proposals and interviewed them all; it was revealed during the interviews that all of the Companies would be completing their own “Phase I study”; the County has already paid for such a study. Administrator Roark has contacted the Company ranked number one and asked if they would or could use the original Phase I Study, and if not, why. The Company had not offered a reply by the start of the meeting.

Supervisor Bowen states that during the interview with the number one ranked Company he heard the presenter say they could proceed to Phase II without needing to re-do Phase I. Supervisor Roark clarifies that he understood them to say they could reference the completed Phase I study but would prefer to complete their own. Madam Chair Simmons states the Board will wait for an answer from the first ranked Company before proceeding any further.

8 – Update on Courthouse Complex Repairs: Administrator Roark states that the asbestos contained materials have been removed from the old Registrar’s Office along with the plumbing; once the electrical connection is removed the building will be demolished using resources provided by the Town of Blackstone. He informs that the repairs being done to the Commonwealth’s Attorney Office is two days from being completed; next Tuesday. He explains that the allowed time by the Judge, to temporary relocate the Office in the Court building, is up and he will contact the Judge the next day and ask for an extension until Tuesday.

Administrator Roark provides a detailed list of the corrections to the violations cited by the State Fire Marshall during recent inspections

Supervisor Roark asks for Madam Chair Simmons to request any extension from the Circuit Court Judge in writing; suggesting it would be for the County’s protection. She will request Nottoway Code Official Dean Lewis to do so.

9 – Emergency Services Committee report: Supervisor Bowen acknowledges the Sunny Slope Tower site and requests that it be added to unfinished business on future meeting agendas; he explains that the tower is not operational as it should be and has not been for some time. Administrator Roark states that he has made contact with local electrician Ricky Pope numerous times to complete the repairs; which include having to dig a 100 foot ditch by hand.

Supervisor Bowen reads aloud the Committee report that recommends dividing the \$270,000 equally between the four Emergency Services agencies; providing each with \$67,500.00. Vice Chairman Vaughn reminds that this \$270,000 is a one-time contribution.

Supervisor Roark expresses concern that an equal split will not close the gap that exists in Nottoway’s Emergency Services and that the funding should go where it is most needed; says this is Crewe Fire Department and the Emergency Medical Services. He additionally suggests that reviewing financial audits of each agencies could prove helpful in deciding how best to distribute the funds. Vice Chairman clarifies that Blackstone Fire Department has the largest catchment area in the County; more than Crewe and Burkeville combined and they shouldn’t be snubbed because the Towns of Burkeville and Crewe have not financially supported their respective Agencies the way that the Town of Blackstone has.

Supervisor Bowen makes a motion to proceed with the equal distribution of the \$270,000 one-time additional funding; providing each department \$67,500.00. The motion received a second from Vice Chairman Vaughn. Following a roll call vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	No
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

County Attorney Preston Williams reports on the Judge's ruling from the County's court case, heard the day prior, as a result of a citizen's petition that she was charged unreasonably and purposely by the County for a Freedom of Information Act request; she was charged \$78.11 when another citizen was charged \$27.00 for the same proposal. He explains that the Judge's ruling was to be equitable to both parties; the County will reimburse the petitioner \$28.00 due to the Judge reducing the fee paid to \$50.00.

Administrator Roark asks Attorney Williams to clarify that the Judge said that County did nothing wrong; Attorney Williams answers that this is correct.

Reports, requests, and recommendations of Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: Administrator Roark explains there has been a letter provided to the Board from Sheriff Robert Jones concerning the School Resource Officers and future funding; will the County still make the commitment to fund the positions no matter the financial outcome of the awarded grant funding due to the Pandemic and if so will they approve funds to outfit the Officers with vehicles, uniforms, equipment, etc if he hires the two new deputies

Administrator Roark states that the Board authorized Sheriff Jones to carryover remaining FY20 funding for this purpose. Sheriff Jones clarifies those funds were to hire two new positions to accommodate 24-hour law enforcement coverage in the County; this request is for two more positions as a result of the funding awards for School Resource Officers.

Supervisor Roark makes a motion to approve the funds requested for the equipment needed to proceed with acceptance of the School Resource Officer grants for two new positions. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: Administrator Roark provides a letter to the Board from Attorney Watrouss requesting for an additional appropriation to her budget to cover the employer portion of health insurance for her staff and to offset a shortfall she will have for Virginia Retirement System (VRS) contributions necessary for her two newest employees; she was unaware at the time she prepared her budget of different VRS rates for these employees.

Administrator Roark explains there is already funds in the Budget, in a Board of Supervisors line, to transfer the \$10,333.48 for health insurance; the \$1,889.90 for VRS will require a new appropriation. Supervisor Roark makes a motion to allow Administrator Roark to transfer the \$10,333.48 from the existing budget line. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Roark makes a motion to appropriate funds for the \$1,889.90 needed for the VRS line. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Attorney Watrouss provides an update on the repairs to her office; she asks for Administrator Roark to seek authorization from the Circuit Court Judge to remain in the Court building through Thursday of next week to accommodate the relocation. Madam Chair Simmons instructs Administrator Roark to make this request to the Judge.

Madam Chair Simmons presents the CONSENT CALENDAR:

1 – Donations for Animal Control; two donors for a combined total of \$45.00; this will need to be forwarded to Nottoway CARES

2 – Budget Adjustment – Sheriff - \$450.39

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$450.39</u>
	(Dept of Social Ser. Fuel usage)	<u>\$450.39</u>

EXPENDITURES:

4-100-31020-5804	Vehicle Supplies	<u>\$450.39</u>
		<u>\$450.39</u>

3 – Erroneous Assessment: Refund DMM Properties, LLC \$6,800.68 for an erroneous real estate assessment for tax year 2019; as a result of owner request for a new appraisal

Vice Chairman Vaughn makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – Email – Nottoway County Emergency Services Association – Dion Tomer, Chairman: asking the Board to promote Fire Prevention Week by advertising a E-911 marker replacement drive

2 – Cost estimate for the Town of Blackstone water line extension on Cox Road

3 – Letter – John M. Boswell: Returning the \$800 appraisal fee to the County for his building they had appraised as a possible site to the Nottoway County Animal Shelter

4 – Email – Bruce Jones – Meteorologist/Spokesperson – Midland Radio Corporation: Sales offer to replace any NOAA weather radio's located in the County

5 – Commonwealth Regional Council September 2020 Items of Interest

6 – Email – Jordan Miles – Piedmont Senior Resources: notice that the Medical Transportation Program has obtained a second van; services can expand

7 – Email – Sharon Jordan: citizen inquiring about the status of expanding broadband coverage in Nottoway County

8 – Notices – Dominion Energy: Petition of Virginia Electric and Power Company for approval of Broadband Capacity Pilot Projects pursuant to §56-585.1:9 of the Code of Virginia, and for approval of a rate adjustment clause, designated, Rider RBB under §56-585.1 A 6 of the Code of Virginia Case No. PUR-2020-00197, Notice of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file applications or petitions pursuant to §56-585.1 A 5 of the Code of Virginia

9 – Blackstone Volunteer Fire Department August 2020 Incident Report

10 – Email – Todd Fortune, Deputy Director – Commonwealth Regional Council: revised draft of the Regional Family Assistance Center Plan

11 - Minutes: minutes of the Piedmont Regional Jail Authority meeting held on July 29, 2020, Minutes of the Piedmont Regional Jail Authority meeting held on July 15, 2020, minutes of the Nottoway County Public Library Board of Trustee meeting held on August 19, 2020

Administrator Roark presents the following correspondence:

Administrator Roark reports that he was recently informed that an employee of the Commissioner of the Revenue had a mold test completed on their Office and the results were positive so he requested for Rugby Environmental to perform a new test that came back negative. As a result he communicated with Commissioner Hudson and she explained that the employee's test was a mail-in test and she would like the Office to be tested again. Rugby Environmental has completed a new test and the results are expected next week.

Administrator Roark announces he has received the proposal from the Commonwealth Regional Council to update the County's Comprehensive Plan. He informs that he will be mailing this out to each Supervisor and will put it on the agenda for the November regular meeting.

1 - Building Inspector's Report: report period September 2020

2 - Animal Control Officer's (ACO) Report: report period September 2020;

3 - Erosion and Sedimentation Report: no report provided

4 – E-911 sign maintenance report

5 – Public Notice – Virginia Department of Environmental Quality: the State Water Control Board has taken enforcement action against M.A. Mortenson Co. and Hensel Phelps Parent 1 Inc, d/b/a Hensel Phelps Construction Co. regarding the Foreign Affairs Security Training Center development at Ft. Pickett in Nottoway County, Virginia for the purpose of resolving certain violations of the State Water Control Law and applicable permit requirements and/or regulations

6 – Letter – Jeannie Salvatore, Authorized Permit Coordinator – JES Construction, LLC: requesting to cancel a building permit they purchased and the job could not be completed and receive a refund of the permit fee paid of \$253.13

Supervisor Roark makes a motion to refund JES Construction, LLC 90% of the \$253.13 permit fee paid. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Assistant Administrator Prosise provides a breakdown from Blair Marketing, that includes a revised estimate that is slightly less than the original one, of the tasks to be performed with the County website update.

Supervisor Roark questions whether the project should be advertised for Request for Proposals (RFP) based on the cost estimate provided by Blair. Administrator Roark explains that RFPs can be requested but it would have to include all services that Blair currently provides. Assistant County Administrator Prosise shared his perception that this would simply be a continuation of the existing services Blair provides the County.

Supervisor Bowen states that he really likes the proposed concept of "where heroes are trained" and is in favor of the updated design. He also states that it is his understanding that you are not obligated to seek RFPs unless it is over \$10,000; as the Commonwealth of Virginia Public Procurement Policy states. Administrator Roark clarifies that the County policy states \$1,000.

Administrator Roark suggests having County Attorney Preston Williams review the County's Procurement Policy and make recommendations on the updates necessary. Madam Chair Simmons asks Attorney Williams to do this.

Supervisor Roark makes a motion to instruct Administrator Roark to solicit bids for a County website. The motion receives a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen asks Attorney Williams to keep in mind that the County needs the ability to maintain some flexibility in its Procurement Policy.

Administrator Roark updates the Board on the funding opportunity Supervisor Roark brought before them at its last work session for fast tracking broadband. He explains that he contacted Melody Foster the next day and she in turn reached out to representatives from the School System; they are currently working together on a funding application.

There being no further business to come before the Board, Vice Chairman Vaughn made a motion to adjourn the meeting. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons adjourned the meeting at 9:24 P.M.

Helen M. Simmons Chair Ronald E. Roark Clerk



Nottoway County
Board of Supervisors

AGENDA

November 19, 2020

7:00 p.m.

A. CALL TO ORDER

Mrs. Simmons, Chair

INVOCATION

PLEDGE OF ALLEGIANCE

Mrs. Simmons, Chair

B. APPROVAL OF AGENDA

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Budget Amendments
School - \$911,277.78
2. Special Exception - James Saad
Saad Development Corporation

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
 - A. Monthly Report
 - B. E-mail - Solar Stop Signs
 - C. Resolution - Rural Rustic
2. School Board
3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center

6. Landfill Report
 - A. Leachate Report
 - B. Monthly Waste Report
 - C. Gas Monitoring Report
 - D. Groundwater Monitoring Report
7. Fort Pickett Redevelopment Authority
 - A. Building 448

G. UNFINISHED BUSINESS

1. Progress on Animal Shelter
2. Comprehensive Plan
3. Painting Courthouse Complex
4. Report on Fire Marshall Repairs & Commonwealth's Attorney's Office

H. NEW BUSINESS

1. Resignation - Library Board
2. Purchasing Policies and Procedures - Supervisor Shekleton
3. Personnel Policy Update - Supervisor Roark

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson, Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Budget Adjustment
LRA - \$45,570.51
2. Budget Adjustment
Sheriff - \$1,556.30
3. Budget Adjustment
Sheriff - \$2,200.95
4. Erroneous Assessment
Macio Hill - \$102.20

5. Erroneous Assessment
Bishop & Taylor - \$1,512.59
6. Erroneous Assessment
Baughans - \$363.26
7. Budget Adjustment
Social Services - \$34,968.00
8. Erroneous Assessment
John T. Atkinson - \$505.72
9. Erroneous Assessment
Mr. Gilman - \$1,876.79
10. Erroneous Assessment
Mainline Investments - \$38.50
11. Erroneous Assessment
Virginia L. Oliver - \$225.04
12. Budget Adjustment
Animal Control - \$128.25

K. INFORMATION ITEMS

1. Blackstone Fire Department Incident Report
2. Letter - James W. Elliott, Attorney
3. Letter - Virginia Department of Agriculture & Consumer Services
4. Letter - Virginia Association of Counties
5. Letter - Virginia Association of Counties
6. Commonwealth Regional Council Update
7. Estimated Demographics
8. Letter of Appreciation - Farmer's Café
9. E-mail - Steve Bowen
10. Notices - Dominion Energy
11. Minutes
12. News Release - Prince Edward, Virginia

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report
2. Animal Control Officer's Report
3. E & S Report
4. Application - Broadband Funding
5. Donation - Animal Shelter/CARES
6. Letter to Town of Blackstone -
Demolition of Old Registrar's Office
7. Letter - Department of Motor Vehicles
Animal Friendly License Plate
8. E-mail - VACo - Cigarette Tax Study
9. Mold Test -
Commissioner of the Revenue's Office

**M. COMMUNICATIONS, INSTRUCTIONS OF
MEMBERS OF THE BOARD**

Mr. Vaughn

Mrs. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

November 24, 2020

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 24TH DAY OF NOVEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY ADMINISTRATOR

ABSENT: PRESTON G. WILLIAMS, COUNTY ATTORNEY

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Reverend Chris Hillman of Sharon Baptist Church provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair Simmons asks if there are any additional items that need to be placed on the agenda for the night's meeting:

Supervisor Roark asks to add items under new business to the agenda that he had previously spoken with Madam Chair about. He presents these to the whole Board for their review. Madam Chair questions whether it is his desire to discuss all of the matters on the list {provided} in closed session. He clarifies the request for closed session was only for two separate personnel matters that had been sent to the Personnel Committee.

Being one of his requests for addition to the Agenda, Supervisor Roark explains that the templates for employee evaluations have been completed and there is a copy available for each Board member to review for adoption. Vice Chairman Vaughn states that a lot of the matters on Supervisor Roark's list would be better suited for a work session. Supervisor Roark agrees but notes that both the November and December work sessions were cancelled. Madam Chair expresses that none of the matters on his list are pressing therefore don't all need to be addressed at tonight's meeting; stating the agenda is already full. She acknowledges that since the agenda already includes a closed session they will take care of the personnel matters at the same time.

Supervisor Bowen asks for clarification on the last matter on Supervisor Roark's list; a dog attack. He asks if this is something that is presently happening. Supervisor Roark explains that this list was previously prepared for last week's rescheduled meeting and he has since communicated with Madam Chair Simmons about the related letter and this can be removed from the list. He continues by stating that the list item related to a CRC grant application for black owned property should be a very quick discussion.

Madam Chair Simmons states that she will just go down the list item by item which will allow everyone to hear what they were.

Administrator Roark requests to add consideration of bonuses for County employees, solar panel exemption definitions and closed session for perspective business or industry to the Agenda.

The minutes of the September 10, 2020 work session, the October 08, 2020 work session, and the October 15, 2020 regular meeting were presented. Vice Chairman Vaughn moves to receive and adopt the September 10, 2020, October 08, 2020, and the October 15, 2020 minutes as presented. The motion received a second from Supervisor Shekleton. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons recesses the meeting for the Board members to go outside and view a new ambulance that was purchased using Federal CARES Relief Funds for Nottoway County Emergency Squad. The Board recesses at 7:12 P.M.

The Board resumes the meeting at 7:21 P.M.

Madam Chair Simmons asks if there are any delegations from the public:

Sonny Abbott: Mr. Abbott acknowledges the news that according to the Virginia Department of Elections, Nottoway's election was error free. He questions whether the election results will change things for Nottoway; will things progress for the better? He questions will the solar tax issues be worked out before the moratorium is lifted. He acknowledges recent action by the Nottoway County School Board to give all of its employees, both full and part time, a \$1,000 stipend; encourages the Board of Supervisors to consider the same for its employees. Lastly he suggests that the savings of \$342,000 that were found in the FY21 Budget for the School employee bonuses would have been a part of the spenddown funds they typically have remaining at the end of the fiscal year.

Philip Vannoorbeeck, Manager – Town of Blackstone: Manager Vannoorbeeck informs the Board of a COVID-19 Municipal Utility Relief Program that was recently approved by the Governor and being administered by the Virginia Department of Housing and Community Development; making municipal utility system customers eligible for relief due to ongoing matters related to the COVID-19 pandemic. Manager Vannoorbeeck explains that Virginia utility providers are not allowed to disconnect service for non-payment until 60 days after the Governor's Declaration of Emergency has been lifted. He explains that while this can pose a financial hardship to utility providers such as the Town this Relief Program will allow utility customers to apply, through the Town, for utility relief for delinquent accounts associated with the COVID-19 pandemic; for balances that were due between the months of March 01, 2020 through October 31, 2020.

Manager Vannoorbeeck explains the Town's application process and states that one of the requirements is approval from the partnering County who would serve as Fiscal Agent. He additionally explains the application and distribution process for recipients.

Supervisor Bowen suggests that Manager Vannoorbeeck's comments should have been placed on the meeting agenda as a presentation. Manager Vannoorbeeck agrees but explains the only reason it wasn't is due to the time constraints for application submission.

Supervisor Shekleton asks Manager Vannoorbeeck if he is aware of how the funds will be distributed to the County; as one lump sum payment to be disbursed to the Town or multiple disbursements? He explains that while he is not 100 percent certain, he believes that it will likely be a series of multiple disbursements. He does clarify that each customer can only apply once and the disbursements filtering through the County will be solely to the town and not individual customers.

Supervisor Shekleton makes a motion authorizing Administrator Roark to execute documents on behalf of the County as needed by the Virginia Department of Housing and Community Development and to designate Nottoway County as the Fiscal Agent for the Town of Blackstone throughout the process. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Manager Vannoorbeeck assures Supervisor Bowen, after his asking, that both the Towns of Burkeville and Crewe have the same opportunity to apply. He lastly clarifies that this relief program is only for residential utility customers; not commercial. Supervisor Bowen asks Administrator Roark to give Burkeville and Crewe a courtesy call informing of the availability of the funding program. Administrator Roark interjects that he had provided the information to Burkeville Mayor Morrisette that day.

Supervisor Roark asks if the Board would need to vote again if one of the other two Towns wishes to apply. Both Madam Chair Simmons and Supervisor Bowen answer no.

William Clarke: Mr. Clarke asks the Board to reconsider their decision to send the fate of the Courthouse Statue to a referendum; suggests important decisions such as this is why each Board member was elected.

Sarah Allen: Ms. Allen explains that since she began her mission to have the Courthouse Statue relocated from the Courthouse Complex she has had a great deal of productive conversations with citizens of all races; particularly white citizens. She acknowledges that while she has enjoyed these conversations and interactions about history she feels that the Statue being located at the Courthouse will not allow for this historical perspective to continue and that it now serves no purpose. Lastly, Ms. Allen asks the Board to let the citizens know where they stand on the issue; do they wish for it to remain on the Courthouse Complex or be relocated?

Supervisor Roark chooses to mollify Ms. Allen's request on where the Board stands on the Courthouse Statue. He states that he voted for the Referendum because he felt like he viewed the matter with a different ideology than his constituents. He commends her efforts and chooses to clarify that it is his opinion that the Statue does need to be relocated. He implies that it is not obvious nor visible that relocating the Statue would hurt anyone but having it remain would. He does reiterate, for clarification, that he still plans to stick to his word and honor the voters' decision.

Citizen William Clarke speaks from the audience and claims that fear is holding some citizens back, especially of the African American race, from expressing their true feelings about the statue.

Clarence Hawkes: Mr. Hawkes is present requesting the Board issue a mandate to cover the Confederate State and to also have the symbol removed from the County website

Madam Chair Simmons shares some citizen concerns/requests that have been expressed to her. There was a request to cover the statue and to only remove the cover if someone wanted to take pictures of it as well as remove the image from the County website. There was also a request to seek flashing signage through the Virginia Department of Transportation as a reminder for continued hand washing and mask wearing during the pandemic. She adds to this a reminder that the Board, at its last regular meeting, chose not to move forward with a proposal to complete the County's website update. Additionally, Administrator Roark is going to check on the signage.

Madam Chair Simmons reads aloud a letter from citizen Thomas Crews that begins with a congratulations for Supervisor Shekleton on her recent election victory. He urges all citizens to consider doing something nice for someone else during this difficult time the nation is facing; especially since there are many that will be facing the Holidays alone. His letter continues with a request that the Board make a motion to establish a Broadband Committee to fully investigate all the options available to the community. He makes a request that the Board publicly articulate its position on the Courthouse Statue, a request that the Board make a motion to cover the statue until such time as the referendum is held and the Board's decision is made, and lastly a request to have the image of the Courthouse Statue removed from the County website immediately.

Madam Chair Simmons reads aloud a letter from Christine Davis Easterling relating to the Luther H. Foster Alumni Association request to have the name of the Nottoway County Intermediate School building renamed in honor of the black college President, Dr. Luther H. Foster. Ms. Easterling requests that the Board use all of its authority to have the School renamed.

The Board held the following public hearing:

1 – Budget Adjustments – School - \$911,277.78

Budget Adjustment - Ath Life Grant - \$3,500.00

REVENUES:

3-201-24020-0127	Ath Life Grant	<u>\$3,500.00</u>
		<u>\$3,500.00</u>

EXPENDITURES:

4-201-61100-1620-301-500-530	Supplemental Salary	\$3,232.25
4-201-61100-2100-301-500-530	FICA	<u>267.75</u>
		<u>\$3,500.00</u>

Budget Adjustment - Perkins - \$67,624.00

REVENUES:

3-201-33084-0048	Perkins	<u>\$67,624.00</u>
		<u>\$67,624.00</u>

EXPENDITURES:

4-201-61100-1620-300-300-650	Supplemental Salary	\$ 2,600.00
4-201-61100-2100-300-300-650	FICA	199.00
4-201-61100-3000-300-300-650	Purchased Services	17,370.00
4-201-61100-5500-300-300-650	Travel	7,000.00
4-201-68100-8300-300-300-650	Hardware	<u>\$40,455.00</u>
		<u>\$67,624.00</u>

Budget Adjustment – NMS School Improvement Grant - \$30,000.00

REVENUES:

3-201-33020-0107-300	NMS School Improvement Grant	<u>\$30,000.00</u>
		<u>\$30,000.00</u>

EXPENTURES:

4-201-61310-3000-200-100-550	Purchased Services Elementary	\$13,679.00
4-201-61310-3000-300-100-550	Purchased Services Secondary	13,679.00
4-201-61310-5000-200-100-550	Travel Elementary	434.00
4-201-61310-5000-300-100-550	Travel Secondary	434.00
4-201-61310-6000-200-100-550	Materials & Supplies Elementary	887.00
4-201-61310-6000-300-100-550	Materials & Supplies Secondary	<u>887.00</u>
		<u>\$30,000.00</u>

Budget Adjustment – CARES Act Revenue (additional funding) - \$479,995.78

REVENUES:

3-201-33084-0425 CARES Act Revenue (Add funding) \$479,995.78

EXPENDITURES:

4-201-61310-1620-200-200-595	Supp. Salary SPED Elem.	\$ 1,000.00
4-201-61310-1620-300-200-595	Supp. Salary SPED Sec.	1,000.00
4-201-61310-2100-200-200-595	FICA	76.50
4-201-61310-2100-300-200-595	FICA	76.50
4-201-61310-3000-200-200-595	Purchased Services SPED Elem.	2,363.89
4-201-61310-3000-300-200-595	Purchased Services SPED Sec.	2,363.89
4-201-61310-1620-200-500-595	Tutoring Supp. Salary Elem	10,000.00
4-201-61310-1620-300-500-595	Tutoring Supp. Salary Sec.	10,000.00
4-201-61310-2100-200-500-595	FICA	765.00
4-201-61310-2100-300-500-595	FICA	765.00
4-201-61310-3000-200-500-595	Purchased Services Elem	5,000.00
4-201-61310-3000-300-500-595	Purchased Services Sec.	5,000.00
4-201-68100-3000-900-000-595	Technology Purchased Services	175,032.00
4-201-68100-6000-900-000-595	Technology Supplies	111,528.00
4-201-64200-6006-900-000-595	Custodial Cleaning Supplies	16,273.44
4-201-64200-6006-200-100-595	Custodial Supplies – Private School	2,653.56
4-201-64200-6000-900-000-595	Maintenance Materials & Supplies	42,990.02
4-201-64200-6000-200-100-595	Maint. Materials & Supp. – Priv Sch	7,009.98
4-201-61100-1120-900-600-595	Summer School Salary	42,930.00
4-201-61100-2100-900-600-595	FICA	3,168.00
4-201-61100-6030-900-600-595	Materials & Supplies	1,000.00
4-201-61310-3001-200-100-595	School Based MH Train Pur Svc	16,000.00
4-201-61310-3001-300-100-595	School Based MH Train Pur Svc	16,000.00
4-201-61310-3002-200-100-595	Social Emotional Screener Pur Svc	3,500.00
4-201-61310-3002-300-100-595	Social Emotional Screener Pur Svc	3,500.00
		<u>\$479,995.78</u>

Budget Adjustment - VTSS - \$4,500.00

REVENUES:

3-201-24020-0270	Virginia Tiered Sys. of Support	\$4,500.00
	(New Grant)	<u>\$4,500.00</u>

EXPENDITURES:

4-201-61310-1620-200-100-680	Supp. Salary Elementary	\$2,077.88
4-201-61310-1620-300-100-680	Supp. Salary Secondary	2,077.87
4-201-61310-2100-200-100-680	FICA	172.13
4-201-61310-2100-300-100-680	FICA	172.12
		<u>\$4,500.00</u>

Budget Adjustment – CARES Act Revenue - \$325,658.00

REVENUES:

3-201-33084-0425	CARES Act Revenue -	\$325,658.00
		<u>\$325,658.00</u>

EXPENDITURES:

4-201-64200-6000-900-000-585	Maintenance Materials & Supplies	\$225,658.00
4-201-68100-6000-900-000-585	Technology Materials & Supplies	100,000.00
		<u>\$325,658.00</u>

Madam Chair Simmons asks if there is anyone wishing to speak, either for or against the Budget adjustments. There is no one wishing to speak.

Supervisor Bowen moves to approve the six School budget adjustments totaling \$911,277.78. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

2 – Special Exception: Request from James Saad to place a warehouse business on property located off Lewiston Plank Road in Haytokah District; property is zoned General Business and is listed to County of Nottoway

Madam Chair Simmons asks if there is anyone present wishing to speak, either for or against the SAAD request; there is no one wishing to speak. Supervisor Bowen states the Planning Commission held a public hearing on the same request and recommend approval.

Supervisor Bowen makes a motion to approve the James Saad request to place a warehouse business on property located off Lewiston Plank Road in Haytokah District and owned by Nottoway County. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board receives the following Department reports:

1 - Highway Department:

A – October 2020 Nottoway Area Headquarters Maintenance Report

B – Email – Dianna Bryant, Assistant Residency Administrator: solar lighted stop signs have been ordered (and will be installed) for the intersection of Route 723 and Route 460; they will be placed on the eastbound and westbound entries from Route 723 to Route 460. They are only being installed as temporary safety measures until the hybrid r-cut can be constructed.

C – Resolution: Administrator Roark explains that a resolution is required to for VDOT to add roads as Rural Rustic Road projects. He reads aloud the Resolution that requests the following roads be designated as Rural Rustic Roads:

Route 703, Loveland Road from Route 661 to End of State maintenance for 0.40 miles
Route 670, Highpoint Road from Route 360 to End of State maintenance for 0.50 miles
Route 647, Jennings Ordinary Road from Route 307 to Amelia County line for 0.40 miles
Route 684, Crystal Lake Road from Route 607 to End of State maintenance for 0.60 miles

Supervisor Bowen makes a motion to approve the Resolution requesting the Rural Rustic Road designations as presented. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR RESOLUTION)

Administrator Roark provides information from VDOT, just received earlier in the day, informing they have finally posted the 45MPH on Piney Green Road; the signage was never installed when the speed limit was changed from 35 MPH to 45 MPH.

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on November 12, 2020; minutes of a regular meeting of the Nottoway County School Board meeting held on October 08, 2020, minutes of the work session of the Nottoway County School Board held on October 12, 2020, minutes of the work session of the Nottoway County School Board held on October 26, 2020, Nottoway County Public Schools proposed FY2022 Budget Calendar

3 - Health Department – Howard Nash, MD FCAP: no report provided

4 - Economic Development Committee: Administrator Roark announces there will be no meeting for November

5 - Regional Jail Authority Report & Juvenile Detention Center: Virginia Department of Juvenile Justice Statewide Detention Facility Population, September 2020 Piedmont Regional Juvenile Detention Center Utilization Report

6 - Landfill:

A – October 2020 Daily Leachate Disposal Record; 564,000 gallons hauled with a treatment cost of \$2343.36, Leachate Management Guidance prepared by the Virginia Department of Environmental Quality

B – October 2020 Waste Report; average of 59.85 tons of waste per day

C – Letter – Jeffrey C. Norman, Environmental Services Division – Draper Aden Associates: results of the Nottoway Sanitary Landfill Gas Monitoring Program Event performed on 10-07-20

D – Letter – Jeff Norman (PG), Environmental Services Division – Draper Aden Associates: results of the Nottoway Sanitary Landfill (closed facility) Groundwater Monitoring Program Sampling Event completed on 10-07-20

7 – Fort Pickett Redevelopment Authority: Administrator Roark states that he has advertised a request for bids for roof and window replacement/repairs on Building 448

8 – Planning Commission Report: Administrator Roark states the Commission met and heard the SAAD special exception request; additionally they heard a report from the Sign Study Committee and they will be holding a public hearing on the proposed amendments

The Board revisits the following Business:

1 – Progress on Animal Shelter: Administrator Roark explains that the number one ranked company stated they would have to re-do a portion of the Phase I study, although they say they will use components of the already completed study. The representative explained that it wouldn't cost any more for them to re-do Phase I. He also provided further explanation by saying the current Phase I study does not take into consideration the human population relative to the animal intake nor the average length of stay for animals in the shelter. Additionally he doesn't think the recommended square footage in the current Study is accurate; suggests it should be less. Lastly he explained the current Study does not provide a conceptual design including floor plans.

Supervisor Shekleton acknowledges the expressed justification from the number one ranked Company and states that she would feel comfortable with proceeding with a contract with them. Supervisor Roark suggests that the Board should offer their input on the size of the building.

Supervisor Shekleton makes a motion to proceed with the Phase II Study for the animal shelter with the selected Architectural Firm of RRMM at a proposed cost of \$20,000, including expenses. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

A – Letter from Nottoway CARES acknowledging a recent meeting and their updated understanding of where the project stands currently and established future plans

2 – Comprehensive Plan: Commonwealth Regional Council has provided a quote in the amount of \$52,000 to update Nottoway's plan. Vice Chairman Vaughn makes a motion to approve the CRC quote and proceed with the Comprehensive Plan update. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Painting Courthouse Complex: Administrator Roark informs that County staff, to include the County Building Official, compiled a list and sought written bids from known painting contractors to paint the exterior of the Courthouse Complex buildings, to include the woodwork on the brick buildings and all trim and the General District Courtroom and foyer. There was only one bid received and that is from Bronson from Powhatan County, in the amount of \$110,100 with a proposed completion date of within 8 to 10 weeks depending on the weather. He says this is the same company that painted Blackstone's Schwartz Tavern.

Supervisor Roark makes a motion to deny the only bid received and put the job out for bid again. This motion does not receive a second. Supervisor Bowen asks Supervisor Roark what his reason was for denying the bid. He answers that not only does the bid seem high in price but the time of the year could be a deterrent for some contractors.

Supervisor Bowen asks for clarification on the scope of work. Administrator Roark states it is to paint all the exterior wood trim on the brick buildings on the Complex, completely paint the exterior of all other buildings on the Complex, and the inside of the General District Courtroom and foyer. Administrator Roark answers yes to Supervisor Bowen's question of was the invitation to bid due in part to citizen complaints of an unkempt Complex.

Administrator Roark also adds that with this job will come the need to repair some woodwork around the complex like the railings of the handicap ramp at the Administrator's Office and wood damage to the storage building at the rear of the Complex; there are also some windows that need repairs. He clarifies that the expected repairs are not part of the Bronson bid.

Supervisor Roark amends his original motion and makes a motion to deny the only bid received and seek new bids to include the painting and expected needed repairs to some of the buildings; and to follow the procurement policy that requires sealed bids. This motion does not receive a second.

Supervisor Shekleton asks Administrator Roark how the request for bids was advertised. He explains that the County Building Official and the Permit Technician reviewed past building permits to gather the list that the request for bid was mailed to. She questions whether more responses could be generated if an official request for bid was advertised. He states he can advertise it in the Richmond Times Dispatch.

Supervisor Bowen asks for clarification on the approval from the Board, made on September 23, 2020, to authorize \$100,000 to begin improvements and necessary maintenance on the Courthouse facilities; has this money already been spent? Administrator Roark explains this information is part of the next item on the Agenda. Supervisor Bowen acknowledges that Supervisor Roark makes a valid point for denying the bid but suggests he is always in favor of work going to local contractors when it can. It was reiterated that only one local contractor expressed interest in the project but decided the job was too big for them. Administrator Roark adds that the invitation to bid was sent to the same local contractor that painted the Complex when it was last done and they did not submit a bid.

Supervisor Roark asks that due to the project estimate being so large, isn't it necessary, per the procurement policy, to advertise for sealed bids and to open them in public. Supervisor Shekleton interjects that whatever is done should certainly be done according to Policy. Additionally she questions how the Board can be comfortable with the Bronson price if there are no comparative bids. Supervisor Bowen explains the way the Commonwealth handles bids like this; they provide an extremely detailed scope of work and then advertise the date, time and location of the bid opening and are not required to choose the lowest bid. Supervisor Roark suggests this project could be advertised as a two-part request for bid; a company can either bid on the entire job or one part of the job.

Vice Chairman Vaughn urges that while the bid price may seem a little high, this work has to be completed. Supervisor Roark agrees but adds that his concern is with the procurement procedures used. Administrator Roark clarifies that sealed bids were required. Supervisor Bowen asks for clarification as to whether the County is under an active investigation with the Virginia State Police (VSP) for procurement violations. Supervisor Roark answers yes. When asked by Vice Chairman Vaughn how he is aware of this, Supervisor Roark explains that he was interviewed by the VSP.

Supervisor Bowen explains that when the Piedmont Regional Jail Authority was under investigation for procurement violations they took no voting actions until such time as the investigation was complete and he suggests tabling any action on the painting project pending the outcome of the VSP investigation. The Board does authorize Administrator Roark to re-advertise the invitation to bid in the Richmond Times Dispatch.

Citizen Kathie Kingery announces from the audience that the Commonwealth of Virginia's EVA procurement system can be utilized in addition to standard media advertising.

4 – Report on Fire Marshall repairs & Commonwealth's Attorney Office: Administrator Roark provides a breakdown of the repairs made at each respective location, the source of the repair and, where applicable, the cost and Budget category has been provided. In addition to the report he shares that Fire-X is still waiting on a part to complete repairs to the Fire Alarm Monitoring System in the General District Court building; all other required repairs have been completed.

Vice Chairman Vaughn makes a motion to approve the emergency expenses for the repairs related to the Fire Marshall's report and the Commonwealth's Attorney Office and authorize payment.

Supervisor Roark interjects that he will not be able to vote on the repairs completed on the Commonwealth's Attorney Office due to the already discussed questions relating to possible procurement violations.

Vice Chairman Vaughn's motion to approve the expenses and authorize payment receives a second from Supervisor Bowen. He explains that the vendors completed the work and are due payment. He states that he was on the Committee that was part of the repairs to the Commonwealth's Attorney office and bids were sought for the job; further acknowledges that change orders were required due to unforeseen circumstances with the walls.

Supervisor Shekleton asks for clarification; are all of the listed expenses, totaling \$13,555, all in response to the additional work that was required after JES Foundation Repair completed their job. Administrator Roark answers yes. Supervisor Bowen explains that a JES representative stated they were not going to repair the walls in question and acknowledges that Commonwealth's Attorney Leanne Watrouss made it very clear that she could not function in her existing space unless the additional repairs were made.

Supervisor Shekleton asks for clarification on the invoices listed; have they already been paid. Administrator Roark answers yes. As a result of that declaration, Supervisor Bowen questions the need to vote on them.

Administrator Roark explains that a condition of the contract with JES was that they would be paid immediately upon completion of the work. He additionally explains that the original plan that was established by JES, and approved by the Board, would not work creating the need for a new plan; of which was decided on by JES, the County Building Official and Attorney Watrouss. He goes on to explain that with this new plan came the necessary additional repairs.

Supervisor Bowen states that it is his understanding that Vice Chairman Vaughn's motion was to authorize payment of the listed invoices and this is not needed; as a result he withdraws his second to the motion. Administrator Roark asks if the Board is going to approve the work that has been completed for both as emergency repairs. Vice Chairman Vaughn exclaims that what his motion was for.

Supervisor Roark takes exception with the request to ratify work as an emergency when the work completed by Dooley Construction was previously approved by the Board in June. He adds to this the fact that the problem was brought to the Board's attention "years ago" by former Judge Terry Royall when she asked the Board to pay for the reframing of her degrees due to mold. Supervisor Roark declares this was not an emergency it was an ongoing mold issue.

Administrator Roark answers yes to a question from Supervisor Shekleton as to whether these invoices listed were directly related to getting Attorney Watrouss and her staff back in their Office after the work completed by JES. He additionally answers yes to her inquisition that the Circuit Court Judge gave a two week deadline to get the work completed and the staff relocated. He clarifies that Circuit Court Clerk Jane Brown was able to get a three day extension of that deadline.

Supervisor Shekleton asks if the Board is being asked to approve the nature of the work being an emergency or the dollar amounts of the work performed. Administrator Roark answers with an approval of emergency. Supervisor Roark asks what deems the Attorney's situation as emergent requiring the Board to ratify it. Madam Chair Simmons states the fact that she had to get back into her Office does; and this was an emergency due to the unexpected change in repair plans. Supervisor Roark suggests that the problem only became an emergency because the problems have been ignored from years past.

Supervisor Bowen acknowledges there is basis to support Supervisor Roark's claim, but states it was the Board that told Administrator Roark to proceed with whatever was necessary to get the Attorney back in her office. Supervisor Shekleton declares that she would vote in favor of the work being designated as emergency repairs. Supervisor Roark states he would only constitute the time frame between Attorney Watrouss asking the Board to find temporary office space and the present as an emergency. To this he adds that if they are talking about the pre-existing issues; that was not an emergency. Supervisor Shekleton reads a portion of the document provided to them that explains that the listing of repairs was from unexpected complications in the work done in the Commonwealth's Attorney office and explains that she interprets this to mean after the work completed by JES.

Supervisor Roark takes exception with the fact that, months ago, the Board was informed that Dooley Construction and Billy Strickland were already selected to do work in the Commonwealth's Attorney office and now it is being declared emergency work. Madam Chair Simmons explains that part of the delay was waiting for a suitable date from the Attorney Watrouss to complete the work. Administrator Roark interjects that the original plan was a three day job; JES revealed that plan would not work.

Supervisor Bowen states that the problems with the General District Court fire alarm system could be perceived the same way; it may have been not functioning for three years but when it was brought to the Board it became an emergency. Supervisor Roark continues to seek clarification on what time frame is being declared as emergency; states that he will only acknowledge the emergency as the time frame after Attorney Watrouss asked the Board for temporary office space.

Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	No
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board considers the following new business:

1 – Resignation – Library Board: Jane Hohn has resigned effective immediately

Vice Chairman Vaughn requests that a letter of accomodation be sent to Ms. Hohn.

2 – Purchasing Policies and Procedures – Supervisor Shekleton: As a result of concerns related to possible deficiencies with the County's procurement procedures County Attorney Preston Williams is reviewing its current Policy and will provide any update recommendations to bring it in line with State Code. It is acknowledged that compliance with the State Code is not negotiable. Supervisor Shekleton states that internal procurement procedures are being reviewed. She recommends the implementation of an audit reporting process that facilitates additional Board oversight and offers to continue working with County Administration staff to develop the process and report back to the Board in December.

3 – Personnel Policy Update – Supervisor Roark announces his hopes to have the completed updated Policy for the Board to review and approve at the December meeting. He acknowledges the efforts from County staff member Andrea Kelly to get the Policy update completed. Administrator Roark suggests having copies made and distributed to County employees for their review; the Board agrees to this. Supervisor Roark states there is one major revision left to be made and that is removing the image of the Courthouse Statue from the front cover.

Supervisor Bowen asks for clarification on the status of the County's website update. Administrator Roark and Assistant Administrator Prosis explain there is a great deal of information to be gathered before putting it out to bid; this information is currently being gathered. Supervisor Bowen suggests that as part of the future update, removing the Statue from the site.

Madam Chair addresses the list of agenda additions provided earlier by Supervisor Roark:

1 – adoption of employee evaluation templates and implementation of evaluations beginning in March 2021; Supervisor Roark distributes the template to Board for their review

Madam Chair Simmons asks for time for the whole Board to review the documents provided. Supervisor Bowen clarifies that the plan is for the whole Board to evaluate the County Administrator and in turn the County Administrator will evaluate all other County employees.

2 – drug testing for all county employees – random (selected by County Administrator) and reported

Administrator Roark interjects that drug testing is a matter that would need to be incorporated into the County's Personnel Policy and thoroughly described. Supervisor Bowen states that random drug screening can be perceived as a target but that any matter related to a potential workman's compensation claim should require drug screening. Supervisor Shekleton agrees with incorporating any such policy into the Personnel Policy and additionally recommends seeking a legal opinion on any potential implications of implementing it. The Board, lastly, acknowledges there will be a cost associated with implementing a drug testing policy.

3 – Freedom of Information Act (FOIA) fee reassessment/digitizing files: Supervisor Roark informs that some localities offer requests free of charge up to a set dollar amount. He suggests that digitizing files can help alleviate the need to charge for requests and would expedite access for the Citizens; he states that taxpayer dollars have already paid for everything and they shouldn't have to pay for it twice

Administrator Roark interjects that there are very few requests where fees are charged. Administrator Roark announces that all FOIA requests will now be sent to County Attorney Williams for his review of the request before the documents are provided. Supervisor Roark asks if the County will have to pay for the time spent reviewing the requests by the County Attorney. Administrator Roark says Attorney Williams is being paid a stipend to serve as County Attorney then states it is a holding fee and that the County could be additionally charged depending on how much time is spent on each request. Supervisor Roark asks if there is an amount the Board could agree on to avoid the charges to citizens.

Citizen Kathie Kingery speaks out from the audience and asks why there would be a need for the Attorney to review a request for a document that already exists. Madam Chair Simmons states the Attorney can guarantee that the document being requested is the correct document being provided. Administrator Roark adds to this the Attorney can assist with making sure the right answer is provided to any questions asked.

Citizen Sue Yeatts speaks out from the audience and questions why, if training is required every two years, the County's FOIA Officer, which is Administrator Roark, would need to seek assistance from the County Attorney.

Supervisor Bowen acknowledges that he understands the point Supervisor Roark is trying to get across; regular work sessions are necessary. He also seeks the status of the collective priority listing that was to be provided to the Board. Administrator Roark says the list was compiled and was provided to the Board to be ranked; this has not been done. Vice Chairman Vaughn questions if a work session is really needed every month. Supervisor Roark assures that he does. Supervisor Bowen urges the Board to re-focus on the priority listing.

Vice Chairman Vaughn acknowledges another item on Supervisor Roark's list; to advertise a public hearing to build a new Sheriff's Office. He states there is no way he would consider this without going back to the Facilities Study. He acknowledges the need for a new Office but urges there are other needs also. Supervisor Roark says some of the items on his list are a conversation piece. Vice Chairman Vaughn states everyone should be more worried about getting the Registrar's Office moved back to the Complex.

Supervisor Roark comments on a recent conversation between him and Sheriff Robert Jones; the Sheriff proposed a possible solution that he needs to discuss with the Board. Supervisor Bowen asks Supervisor Roark would he be okay with the Board discussing the items at a future work session. Supervisor Roark says he would like to discuss one more item from his list that shouldn't require any action from the Board.

4 - CRC grant application for black owned property: Supervisor Roark informs of grant funding available for the preservation of historical black cemeteries and then explains that he has had citizens reach out to him about a specific cemetery he believes that will qualify; he suggests asking the Commonwealth Regional Council to assist with reviewing the eligibility requirements and possibly assisting with application for this funding

Citizen Clarence Hawkes speaks out from the audience and makes the suggestion that if the County sought to help one eligible black cemetery it should seek help for all that would be eligible. Supervisor Roark states that this particular cemetery was directly brought to him as a possibility; that's why he only mentioned the one but does agree that each individual cemetery could make its own application if deemed eligible. He offers to share the information with Mr. Hawkes.

Supervisor Bowen expresses his concern that Nottoway County is dumping a great deal of projects on the Commonwealth Regional Council (CRC) when taking into consideration it just rejoined the group. He adds that while he will gladly take the request to CRC, he suggests any new projects should be staggered.

Reports, requests, and recommendations of Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: nothing to report at this time

3 – Ellen F. Myatt, Treasurer: not in attendance

Vice Chairman Vaughn asks for Treasurer Myatt to attend the December Board meeting to provide a report on tax collections

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: nothing to report at this time

Madam Chair Simmons presents the CONSENT CALENDAR:

1 – Budget Adjustment – LRA - \$45,570.51

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$45,570.51</u>
	VRSA Ins Proceeds – Property loss – LRA	<u>\$45,570.51</u>

EXPENDITURES:

4-100-83090-3004	Repairs & Maintenance	<u>\$45,570.51</u>
		<u>\$45,570.51</u>

2 – Budget Adjustment – Sheriff - \$1,556.30

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$1,556.30</u>
	VRSA Ins. Proceeds – Vehicle Loss	<u>\$1,556.30</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$1,556.30</u>
		<u>\$1,556.30</u>

3 – Budget Adjustment – Sheriff - \$2,200.95

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$2,200.95</u>
	VRSA Ins. Proceeds – Vehicle Loss	<u>\$2,200.95</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$2,200.95</u>
		<u>\$2,200.95</u>

4 – Erroneous Assessment: Refund Macio Hill \$102.20 for erroneous real estate assessments for the last three tax years

5 – Erroneous Assessment: Refund Bishop & Taylor \$1,512.59 for erroneous personal property assessments

6 – Erroneous Assessment: Refund The Baughans \$363.26 for erroneous real estate assessments for tax years 2017, 2018 and 2019

7 – Budget Adjustment – Social Services - \$34,968.00 – new funds approved to provide foster care services

8 – Erroneous Assessment: Refund John T. Atkinson \$505.72 for erroneous real estate assessments for tax years 2017, 2018 and 2019; credit to be applied to 2020 real estate taxes

9 – Erroneous Assessment: Refund Margaret F. Ashmore Trust \$1,876.79 for erroneous real estate assessments for tax years 2016, 2017, 2018 and 2019

10 – Erroneous Assessment: Refund Mainline Investments \$38.50 for an erroneous real estate assessment

11 – Erroneous Assessment: Refund Virginia L. Oliver \$225.04 for erroneous real estate assessments for tax years 2017, 2018, 2019 and 2020

12 – Budget Adjustment – Animal Control - \$128.25

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$128.25</u>
	Spay & Neuter Distribution	<u>\$128.25</u>

EXPENDITURES:

4-100-35010-5402	Dog Food & Supplies	<u>\$128.25</u>
		<u>\$128.25</u>

Supervisor Bowen makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – September 2020 Blackstone Volunteer Fire Department Incident Report

2 – Letter – James W. Elliott, Attorney at Law: providing notification to Circuit Court Clerk Jane Brown that he has not received disbursement checks from recent tax auctions

3 – Letter – Tina M. MacIntyre, Gypsy Moth Cooperative Suppression Program – Virginia Department of Agriculture and Consumer Services: the *2021 Guidelines for Participation – Aerial Treatments* has been completed and is available online

4 – Letter – Dean A. Lynch, CAE, Executive Director – Virginia Association of Counties {written to The Honorable Ralph S. Northam, Governor of Virginia}: requesting that SB 5106 be amended; citing the amendments requested would preserve local authority in the granting of certain extensions related to legislative acts of local elected bodies and does not affect the extension of subdivision plats and site plans as proposed in the legislation

5 – Letter - Dean A. Lynch, CAE, Executive Director – Virginia Association of Counties: introducing Cashvest® by three+one®; a financial technology organization that deploys liquidity analysis, to help counties leverage new data resources, to maximize the value of every dollar on deposit

6 – October 2020 Commonwealth Regional Council Items of Interest

7 – Nottoway County estimated demographics; to include the three Towns

8 – Letter- Barbara Moore, Owner – Farmers Café: expresses appreciation for the Small Business Assistance they received from the County’s Federal CARES COVID Relief Funds

9 – Email: Steve Bowen – Virginia Department of Behavioral Health and Development Services: sharing the announcement that Emma L. Lowry, Psy.D. as the new Facility Director/CEO of Piedmont Geriatric Hospital, Burkeville, VA

10 – Notices of Virginia Electric and Power Company d/b/a Dominion Energy Virginia of intent to file application(s) or petition(s) pursuant to §56-585.1 A 5 of the Code of Virginia – Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider US-2, Scott, Whitehouse, and Woodland Solar Power Stations for the Rate Year commencing September 01, 2021 Case No. PUR-2020-00231, Petition of Virginia Electric and Power Company for approval of Broadband Capacity Pilot Projects pursuant to §56-585.1:9 of the Code of Virginia, and for approval of a rate adjustment clause, designated, Rider RBB under §56-585.1 A 6 of the Code of Virginia Case No. PUR-2020-00197, Commonwealth of Virginia, *ex rel.* State Corporation Commission *Ex Parte*: Establishing 2020 RPS Proceeding for Virginia Electric and Power Company Case No. PUR-2020-00134

11 – Minutes: minutes of the Piedmont Regional Juvenile Detention Center Commission meeting held on September 29, 2020, minutes of the Nottoway County Public Library Board of Trustees meeting held on September 16, 2020, minutes of the Nottoway County Public Library Board of Trustees meeting held on October 21, 2020, minutes of the Piedmont Regional Jail Authority Board meeting held on September 16, 2020

12 – County of Prince Edward, Virginia News Release: Board of Supervisors announces new County Administrator – Douglas P. Stanley

Administrator Roark presents the following correspondence:

1 - Building Inspector's Report: report period October 2020

2 - Animal Control Officer's (ACO) Report: report period October 2020

3 - Erosion and Sedimentation Report: no report provided

4 – Application, through the Commonwealth Regional Council, for Fast Track Broadband Funding to assist Nottoway County Public Schools with providing hotspots for students; Administrator Roark announces the County was approved for an award of \$153,992.00.

Supervisor Roark makes a motion to accept and appropriate the Broadband funding to the Nottoway County Public Schools for the purpose of providing hotspots for students. The motion received a second from Supervisor Bowen.

Supervisor Shekleton asks if this funding follows the same guidelines as all other CARES funds; it must be purchased, implemented and paid prior to December 30, 2020. County Finance Director Katy Tomer explains that she communicated with Marcia Martin, Nottoway County Schools Director of Instruction, and Mrs. Martin has received confirmation from AT&T that they can provide the equipment and have it active by the deadline. This same guarantee has yet to be provided from Verizon Wireless.

Supervisor Bowen reminds everyone that this is not a solution to the County's broadband availability problems; this is strictly for use by students.

Following a voice vote the motion to approve the funding carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

5 – Donation – Animal Shelter - \$100.00: Supervisor Roark makes a motion to appropriate the \$100.00 donation for use in the current Shelter. The motion received a second from Supervisor Shekleton Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

6 – Letter to the Town of Blackstone: Acknowledging an agreement made between the County of Nottoway and the Town that Town forces would demolish the old Registrar's office at the Courthouse Complex and the County would waive an equal amount of Landfill tipping fees for a project they are demolishing

Administrator Roark informs that Town Council has denied the request for their forces to demolish the building in fear it would be competing with the private sector. He will put the job out for bid.

7 – Letter – Richard D. Holcomb, Commissioner – Virginia Department of Motor Vehicles: Notification that Nottoway County is due \$165.00 from the sale of the Animal Friendly license plates. Supervisor Roark moves to accept and appropriate the \$165.00 to the Animal Control Budget. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

8 – Email – Dean A. Lynch, CAE, Executive Director – Virginia Association of Counties: extending appreciation to the Virginia Department of Taxation for carrying out the study of streamlining the cigarette tax stamping process directed by HB 785 and SB 588

Administrator Roark informs that the Board will need to begin discussions on whether it will choose to implement a cigarette tax and if it does how it will be done.

9 – Mold Test performed by Rugby Environmental, Inc. for the Commissioner of the Revenue Office; Administrator Roark announces the test for mold was negative. According to the report, airborne mold testing did not indicate indoor mold amplification as compared to the outside sample taken on the same day, mold growth was not found visibly within the interior of the building, environmental parameters were measured and were not within the ASHRAE recommendations in the interior first floor of the building

Administrator Roark acknowledges the School Boards recent action to authorize a one-time bonus of \$1,000 for all of its employees; both full and part time. He expresses that the County employees were just as exposed and urges the Board to consider doing the same for them. He explains that due to the Governor's original approved Budget mandating a one-time 2% bonus for Constitutional Officers and their employees, there are funds currently budgeted that can be used for the bonuses. The Governor's Budget was recently amended to authorize only \$500 for the Sheriff and each sworn Deputy; totaling \$8,000.

Administrator Roark recommends paying the 2%, already budgeted to the Constitutional Officers and their employees that were employed prior to July 01, 2020, and pay all other regular County employees, both full time and part time, a bonus of \$1,000.

Supervisor Roark asks what the cost will be to the County for these bonuses. Administrator Roark estimates it should only require around \$10,000 of new local money to cover the bonuses. Administrator Roark adds that the State will reimburse the County approximately 80% of what is given Social Services employees. A breakdown of the associated costs is provided to the Board.

When asked by Supervisor Shekleton if an Ordinance is required to receive reimbursement from the State Administrator Roark explains that awarding any bonuses requires a public hearing and an adopted Ordinance. Supervisor Roark makes a motion to advertise the bonuses and required Ordinance for public hearing at the December regular meeting. The motion received a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen interjects that situations like these bonuses are what make employee evaluations so important; it is not good practice to award an employee extra money when they aren't successfully performing their job.

Citizen Sonny Abbott, also a member of the Nottoway County Electoral Board, requests that the Registrar's Office be included in the bonuses. Administrator Roark explains that the Registrar's Office is able to use already received CARES funds to provide a bonus to those employees; with the approval of the Electoral Board. Mr. Abbott urges the Board of Supervisors to handle this as the Electoral Board is not scheduled to meet again until February 2021.

Solar energy collection system: Administrator Roark provides the Board with definitions relating to the collection system used by other localities; defining residential/small scale solar energy use as less than an acre of land or less than 200 kilowatts. Supervisor Bowen makes a motion to adopt the Ordinance, with the definition for residential/small scale versus large scale solar energy collection systems included. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR ORDINANCE)

Madam Chair entertains a motion to enter closed session. Supervisor Roark makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711.A.1 Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals and Code of Virginia §2.2-3711.A.5 Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. The motion receives a second from Supervisor Shekleton. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board enters closed session at 9:17 P.M.

The Board returns to open session at 10:15 P.M.

Administrator Roark asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

Supervisor Roark makes a motion to increase the salary of the County Payroll Coordinator to \$40,000, effective January 01, 2021. Supervisor Bowen offers a second to the motion, stating only due to additional duties and education. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen expresses appreciation to Madam Chair Simmons and Supervisor Shekleton for their efforts with ensuring the Federal CARES Relief Funds is being used to help those in need. Supervisor Shekleton adds that Finance Director Katy Tomer deserves credit also.

Supervisor Roark wishes everyone a Happy Thanksgiving and reiterates the need for all people to help those in need and keep everyone in their prayers.

November 24, 2020

There being no further business to come before the Board, Vice Chairman Vaughn made a motion to adjourn the meeting. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons adjourned the meeting at 10:18 P.M.

Helen M. Simmons Chair Ronald E. Roark Clerk

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 24TH DAY OF NOVEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
RONALD E. ROARK, COUNTY ADMINISTRATOR
JOHN N. PROSISE, ASSISTANT COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

Be it ordained by the Nottoway County Board of Supervisors that Article IV of the Nottoway County Code, Real Estate, Tangible Personal Property, Machinery and Tools and Merchants Capital, is hereby amended as follows:

§113.6. Due date; penalty for late payment.

Add:

- C. For purposes of this Section, there shall be an exemption for solar equipment on both residential and commercial properties within the County.

Residential scale shall be considered a renewable energy system consisting of solar panels and related equipment (e.g., heat exchanger, pipes, inverter, wiring, storage) that collects solar radiation and transfers it as heat and converts it to electricity for direct on-site use. The term applies to solar photovoltaic systems less than one (1) acre in size or having a rated capacity less than 200 kilowatts (kw).

Commercial scale shall be considered a renewable energy system consisting of solar panels and related equipment (e.g., heat exchanger, pipes, inverter, wiring, storage) that collects solar radiation and transfers it as heat and converts it to electricity for transfer to an electricity grid. The term applies to solar photovoltaic systems equal to or greater than one (1) acre in size or having a rated capacity equal to or greater than 200 kilowatts (kw).

This exemption will expire on December 6, 2023.

Done this 24th day of November 2020, by a unanimous Board.

BY:


Helen M. Simmons, Chairman

Attest:


Ronald E. Roark, Clerk



Nottoway County
Board of Supervisors

AGENDA

December 17, 2020

7:00 p.m.

A. CALL TO ORDER

Mrs. Simmons, Chair

INVOCATION

PLEDGE OF ALLEGIANCE

Mrs. Simmons, Chair

B. APPROVAL OF AGENDA

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Extension Services
2. Presentation of Audit -
Robinson Farmer Cox
3. Amend Ordinance to Increase Size of Signs
Allowed in A-1 and C-1 Districts
4. Tillman Infrastructure LLC
Communications Tower
5. Ordinance to Authorize the Payment of a
One-Time Bonus to Employees
6. Mrs. Ellen Myatt, Treasurer

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
2. School Board
3. Health Department
Howard Nash, MD FCAP

4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center
6. Landfill Report
A. Monthly Report
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report
Mr. Roark

G. UNFINISHED BUSINESS

1. CARES Relief - Town of Blackstone
Mrs. Shekleton

H. NEW BUSINESS

1. Request from Registrar
2. Hazard Mitigation Plan - CRC
3. Request - Luck Stone
4. E-Mail - David Carmichael
Bowling Center
5. Letter/Policy - Sheriff Jones

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Erroneous Assessment
Hudgins - \$79.48
2. Erroneous Assessment
Johnson - \$6.60
3. Budget Adjustment
Sheriff - \$5185.50
4. Erroneous Assessment
James Goin - \$1491.50

5. Erroneous Assessment
J. Martin, Jr. - \$25.00
6. \$10 Donation -
Transfer to CARES Fundraising Group

K. INFORMATION ITEMS

1. Letter - Department of Health
2. Notice - Dominion Energy
3. Abstract of Votes
4. CRC Activity
5. Letter - DEQ
6. Letter - VACo
7. Minutes

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report
2. Animal Control Officer's Report
3. E & S Report
4. Notice - DEQ
5. Animal Shelter

M. COMMUNICATIONS, INSTRUCTIONS OF MEMBERS OF THE BOARD

Mr. Vaughn

Mrs. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 17TH DAY OF DECEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
JOHN N. PROSISE, ASSISTANT COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: RONALD E. ROARK, COUNTY ADMINISTRATOR

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Reverend Leroy Bradshaw, from Jonesboro Baptist Church, provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair announces changes to the Agenda; public comments will be limited to three minutes, the Extension service will not be making a presentation, Robinson, Farmer, Cox Associates will not be making the Audit presentation, the advertised public hearing on the communications tower will not be held, there will be no closed session and Assistant County Administrator Prosise will be leading the meeting in Administrator Roark's absence. Following these announcements Madam Chair Simmons entertains a motion to approve the agenda. Vice Chairman Vaughn makes a motion to approve the Agenda. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The minutes of the November 24, 2020 regular meeting were presented. Vice Chairman Vaughn moves to receive and adopt the November 24, 2020 minutes as presented. The motion received a second from Supervisor Shekleton. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen provides a gift to Madam Chair Simmons for her efforts during 2020, while serving as Chair to the Board; a face mask bearing the Piedmont Senior Resources logo.

Madam Chair Simmons reminds that delegations from the Public will be limited to three minutes and allows anyone that wishes to withdraw their request to speak to do so. She then asks if there are any delegations wishing to speak.

1 - Gregory Robertson: Mr. Robertson asks the Board to consider the adoption of a resolution establishing the County as a First Amendment Sanctuary. He reads aloud a proposed resolution for their consideration.

2 - Sonny Abbott: Mr. Abbott questions the Board intentions of whether District 2 Supervisor John Roark will be given the opportunity to serve as Board Chair in 2021 or will he be passed over. Mr. Abbott also acknowledges the lack of important details being decided for the proposed new Animal Shelter.

3 - Sue Yeatts: Mrs. Yeatts supports Gregory Robertson's request for the Board to adopt a Resolution adopting the County as a 1st Amendment Sanctuary. Mrs. Yeatts also expresses her displeasure for Nottoway Sheriff Robert Jones and his expressed decision to enforce the Governor's mandate on the allowable size of groups. She asks that Sheriff Jones, as well as the County's leaders, to choose to uphold the Constitution in its entirety.

4 - Keenan Sernon: Mr. Sernon picks up reading the proposed 1st Amendment Sanctuary resolution where earlier speaker Gregory Robertson was stopped due to time limitations. He expresses his displeasure with recent events that have taken place in Nottoway County and suggests it makes him consider relocating.

Madam Chair Simmons reads aloud a letter from Citizen Richard Hawkins who was not able to attend the meeting due to COVID-19. Mr. Hawkins, again, offers his thoughts on the memorial statute located on the Courthouse Complex and urges that it should stay where it is.

The Board received the following presentations:

1 - Terry Abston, Extension Agent for the Virginia Cooperative Extension: Assistant Administrator Prorise explains that the plan was for members of the Little and Large 4-H Club to present Christmas ornaments to the Board; they were unable to make it to the meeting so he distributes them

2 – Robinson, Farmer, Cox Associates – presentation of the Nottoway County Audit for the fiscal year ending June 30, 2020. Assistant Administrator Prorise informs that due to possible COVID exposure, the audit presentation has been postponed until the January regular meeting.

The Board holds the following public hearings:

1 – Public Hearing: consider proposed Ordinance amendments in the following style:

To amend Section 4-12-5-1-1, Signs Permitted in Agricultural A-1 and Conservation C-1 Districts: To increase the maximum size from twenty (20) square feet to thirty-two (32) square feet

Madam Chair asks if there is anyone present wishing to speak on the proposed Sign Ordinance amendment, either for or against; there is no one wishing to speak. Supervisor Bowen informs that the Planning Commission heard the same request and it recommends approval.

Supervisor Bowen makes a motion to approve the Ordinance amendment as presented, as it relates to Section 4-12-5-1-1, Signs permitted in A-1 and C-1 districts. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR ORDINANCE)

2 – Public Hearing – Tillman Infrastructure LLC – Communications Tower: Request to place a communications tower on property located off McCune Road in Blendon District – pursuant to Section 2-1-4 of the Nottoway County Zoning Ordinance; property is zoned Agriculture and is listed to Shirley S. Daniel

Assistant Administrator Prorise announces that this application has been withdrawn. An amended application is expected in the future.

3 – Public Hearing: Consider the adoption of an Ordinance to authorize the payment of a one-time bonus to County employees ranging from \$100 to \$1,000; Assistant Administrator Prorise reads aloud proposed Ordinance.

Madam Chair Simmons asks if there is anyone present wishing to speak on the employee bonus Ordinance, either for or against. Citizen Sonny Abbott, from the audience, announces that he strongly supports this Ordinance.

Vice Chairman Vaughn makes a motion to adopt an Ordinance to authorize the payment of a one-time bonus to County employees ranging from \$100 to \$1,000. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR ORDINANCE)

Assistant Administrator Prorise clarifies that this Ordinance does include a \$100 bonus for the Landfill Waste Convenience Center Site Attendants.

The Board hears the following presentation:

1 – Tax Collection Update – Ellen F. Myatt, Treasurer: Treasurer Myatt reports that tax collections are actually on track with prior years; they currently have exceeded collections from the same time for tax year 2018.

The Board receives the following Department reports:

1 - Highway Department:

A – November 2020 Nottoway Area Headquarters Maintenance Report

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on December 10, 2020; minutes of a regular meeting of the Nottoway County School Board meeting held on November 12, 2020, minutes of a joint work session of the Nottoway County School Board and the Nottoway County Board of Supervisor held on November 16, 2020, minutes of a joint work session of the Nottoway County School Board and the Amelia County School Board held on November 30, 2020, three Budget adjustments

A- Budget Adjustment – VTSS - \$22,000.0

REVENUES:

3-201-24020-0270	Virginia Tiered Systems of Support (New Grant)	\$22,000.00 <u>\$22,000.00</u>
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EXPENDITURES:

4-201-61310-1620-200-100-680	Supp. Salary Elementary	\$ 4,590.00
4-201-61310-1620-300-100-680	Supp. Salary Secondary	4,589.75
4-201-61310-2100-200-100-680	FICA	350.00
4-201-61310-2100-300-100-680	FICA	350.00
4-201-61310-3000-200-100-680	Purchased Services, Elem.	4,000.00
4-201-61310-3000-300-100-680	Purchased Services, Sec.	4,000.00
4-201-61310-6000-200-100-680	Materials & Supplies, Elem.	2,060.00
4-201-61310-6000-300-100-680	Materials & Supplies, Sec.	2,060.25
		<u>\$22,000.00</u>

B – Budget Adjustment – VPSA - \$65,164.00

REVENUES:

3-201-41040-0050	VPSA – 2020 School Security Equip Grant	\$65,164.00 <u>\$65,164.00</u>
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EXPENDITURES:

4-201-64200-3000-900-000-100	Maintenance Purchased Services	\$65,164.00 <u>\$65,164.00</u>
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C – Budget Adjustment – CARES Grant - \$3,200.00

REVENUES:

3-201-33084-0425	CARES Grant	\$3,200.00
	Student Growth Assess & Align	<u>\$3,200.00</u>

EXPENDITURES:

4-201-61310-3000-200-500-586	Elementary Purchased Services	\$1,600.00
4-201-61310-3000-300-500-586	Secondary Purchased Services	1,600.00
		<u>\$3,200.00</u>

Supervisor Bowen moves to approve the three Budget Adjustments, totaling \$90,364.00. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 - Health Department – Howard Nash, MD FCAP: no report provided

4 - Economic Development Committee: Assistant Administrator Prosisie announces there will be no meeting for December

5 - Regional Jail Authority Report & Juvenile Detention Center: Virginia Department of Juvenile Justice Statewide Detention Facility Population, November 2020 Piedmont Regional Juvenile Detention Center Utilization Report

6 - Landfill:

A - November 2020 Waste Report; average of 59.41 tons of waste per day

7 – Fort Pickett Redevelopment Authority: nothing to report at this time

8 - Planning Commission Report: Assistant Administrator Prorise announces that, in addition to the public hearing on the Ordinance amendment for allowable sign size, the Planning Commission heard a recommendation from the Solar Farm Study Committee to ask the Board to consider joining a Consortium of largely rural Virginia counties that specializes in developing strategies for their Zoning Ordinance. He reports that the annual fee to join the Consortium is \$5,000.

Supervisor Bowen explains that the Planning Commission suggests only joining the Consortium for one year and evaluate its value versus worth. Assistant Administrator Prorise interjects that the Counties of Lunenburg, Mecklenburg, Charlotte, Appomattox, Halifax, Prince George, and Sussex have chosen to participate. Supervisor Bowen asks the Board, if nothing more, to maybe table the matter until January so they can think about it.

Assistant Administrator Prorise explains that representatives of the Company would be glad to come and make a presentation on all of the update General Assembly legislation concerning solar farms. Additionally he states that should the Board choose to join the Consortium that any such presentation be made during a joint meeting with Board and the Planning Commission.

Supervisor Roark asks should the Board table the matter and make a decision after the presentation. Assistant Administrator Prorise states that the Company would be a little less likely to come and make a presentation without some type of assurances that the County will be joining.

Assistant Administrator Prorise will add this to the agenda for the January regular meeting.

The Board revisits the following Business:

1 – CARES Funds – Municipal Utility Relief – Town of Blackstone

Supervisor Shekleton informs that she, along with Administrator Roark and Finance Director Katy Tomer met with Blackstone Town Manager Philip Vannoorbeeck and Finance Director Jennifer Hardy to review all the components of the Certification that outlined the requirements for the Fiscal Agent relationship and the use of funds. She states that all persons present signed an Acknowledgement of Understanding and Acceptance of Terms; including that all funds left unexpended December 30, 2020 will flow back to the County to be returned to the Commonwealth by January 29, 2021.

County Finance Director Katy Tomer announces that the funds have been received by the Treasurer and the Board will need to appropriate the funding and approve disbursement to the Town of Blackstone.

Supervisor Shekleton moves to appropriate the \$20,415.16 CARES Municipal Utility Relief Funds and write a check to the Town of Blackstone for the same amount. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board considers the following new business:

1 – Request from Angela R. Stewart, Director of Elections, requesting authorization to repurpose currently budgeted part-time funds, for the remainder of the fiscal year, to accommodate the need for a new full time position beginning January 01, 2021

Following a discussion by the Board, including comments from the audience by Nottoway County Electoral Board member Sonny Abbott, the Board chooses to table action on this matter and asks that Assistant Administrator Director Stewart be directed to attend the January regular meeting to explain her request.

2 – Letter – Commonwealth Regional Council – Todd Fortune, Deputy Director: Requesting confirmation that Nottoway intends to participate in the Regional Hazard Mitigation Plan Update and that a local appointment be made to serve on the Project Management Team; participation will require a local match of \$4,687.50 and this can be offset by a cash match or from in-kind staff time

Supervisor Bowen makes a motion to provide a letter of intent to participate with the Regional Hazard Mitigation Plan Update to the Commonwealth Regional Council and to appoint a staff member to the Project Management Team. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Letter – Doug Quarles, Land Use Manager, Luck Stone Corporation: Requesting confirmation that they can begin quarry operations on the newly acquired property, Tax Parcel 17-151, as an extension of their original permitted operations, and without requiring a special exception permit

Assistant Administrator Prosis explains that as long as the quarry operations are identical to what was originally permitted they may expand to the new property without any additional permitting required from the County.

Supervisor Bowen makes a motion to send Luck Stone Corporation a letter of confirmation that they are permitted to operate as previously approved by the Board, without need for additional permitting or approval from the County. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

4 – Email – David Carmichael, Operator – Nottoway Lane: Seeking the Board's direction it plans to head with the operations of the Bowling Alley; the current lease between Mr. Carmichael and the County expires December 31, 2020

Supervisor Shekleton asks for confirmation that the monthly lease rates began at \$5,000 and are currently at \$2,500; additionally she asks if Mr. Carmichael is current with the County or in arrears. Supervisor Bowen expresses his position that the County should get out of the retail business. Supervisor Roark suggests the Board not renewing the lease for six months and list the Business for sale. Vice Chairman Vaughn suggests giving Mr. Carmichael one more attempt to get the business successful again.

Madam Chair Simmons instructs Assistant County Administrator Prorise to contact Mr. Carmichael and offer a month-to-month extension on the current lease and ask for him to declare his intentions on what he plans to do moving forward. The Board expects will expect an update at the January regular meeting.

5 – Letter – Sheriff Robert L. Jones: Notification of plans to incorporate into his Office Operational Policy an addendum allowing three (3) sworn personnel to live outside on Nottoway County and allow them the ability to drive their patrol vehicles home under the stipulations outlined in the Policy; explains that he is hoping to provide greater ability to hire and sustain quality employees

Supervisor Roark makes a motion to approve Sheriff Jones request. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen expresses appreciation to Sheriff Jones for the recent articles in the local newspapers announcing his newly-implemented, annual recognition of employees.

Reports, requests, and recommendations of Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: nothing more to report at this time but expresses appreciation to the Board for their support during his first year in Office

3 – Ellen F. Myatt, Treasurer: provided her report earlier in the meeting

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: Asks the Board for authorization to repurpose current salary funding in the current Budget to adjust salaries of staff positions in efforts to maintain quality employees

Vice Chairman Vaughn moves to authorize Attorney Watrouss to repurpose the salary funding as presented to the Board. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen acknowledges the recurring theme from Constitutional Officers of having to get creative in efforts to hire and maintain quality staff; constant competition from adjoining localities/organizations is a recurring problem.

Madam Chair Simmons presents the CONSENT CALENDAR:

1 – Erroneous Assessment: Refund Aaron Hudgins \$79.48 for erroneous personal property assessments for tax years 2018, 2019 & 2020

2 – Erroneous Assessment: Refund Ms. Lena Mae Johnson \$6.60 for an erroneous late filing penalty for tax year 2020; the refund will be applied to her real estate taxes for 2021

3 – Budget Adjustment – Sheriff - \$5,185.50

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$5,185.50</u>
	VRSA Insurance Proceeds	<u>\$5,185.50</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$5,185.50</u>
		<u>\$5,185.50</u>

4 – Erroneous Assessment: Refund James R. Goin \$1,491.50 for an erroneous real estate assessment for tax year 2017; refund will be applied to supplements for 2017 and the balance applied to the 2018 real estate taxes on the same parcels

5 – Erroneous Assessment: Refund Mr. Jesse Martin, Jr. \$25.00 for an erroneous vehicle license fee for tax year 2020

6 – Donation - \$10.00 – to be transferred to Nottoway CARES group

Vice Chairman Vaughn makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – Letter – Virginia Department of Health Office of Drinking Water – Jeffrey S. Wells, PE, Field Director: providing Waterworks Operation Permit No. 5135175, with Operation Permit Conditions dated November 10, 2020 for Dollar General – Blackstone

2 – Notices – Dominion Energy: Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider BW, Brunswick County Power Station, for the Rate Year Commencing September 01, 2020 Case No. PUR-2020-00230, Application of Virginia Electric and Power Company for approval of its 2020 DSM Update pursuant to §56-585.1 A 5 of the Code of Virginia Case No. PUR-2020-00274, Petition of Virginia Electric and Power Company for approval of a rate adjustment clause, designated Rider RGGI, under §56-585.1 A 5 e of the Code of Virginia Case No. PUR-2020-00169, Petition of Virginia Electric and Power Company for approval of a rate adjustment clause, designated Rider RPS, Under §56-585.1 A 5 d of the Code of Virginia Case No PUR-2020-00170

3 – Abstract of Votes for the 2020 November General Election held on November 03, 2020 for President and Vice President, Member United States Senate, Member House of Representatives, Member Board of Supervisors – District 5, Mayor – Burkeville, Member Town Council – Burkeville, Member Town Council – Special – Crewe, Constitutional Amendment #1, Constitutional Amendment #2, Use of Town Funds to construct, repair, remodel, and/or improve the Harris Memorial Armory, Use of Town Funds on a New Community Center

4 – Commonwealth Regional Council November 2020 Items of Interest

5 – Letter – Virginia Department of Environmental Quality – Maria Mueller, Water Permit Writer: Notification of VPDES Permit No. VA0090131 Permit Reissuance, Tyson Farms, Inc. – Crewe Feed Mill

6 – Letter – Virginia Association of Counties (to The Honorable Ralph Northam, Governor of Virginia): Expressing appreciation for his partnership with local governments throughout the COVID-19 pandemic; urges future priorities should include Broadband, hold-harmless for enrollment-based K-12 funding, reinstatement of distribution of recordation tax revenues to localities, staffing standards for Constitutional officers and aid to localities with police departments, modernization of the communications sales and use tax (CSUT), assistance for local governments affected by shift of Title IV-E costs to Medicaid, State assistance with the costs of state-mandated property tax exemptions

7 – Minutes: minutes of the Piedmont Regional Juvenile Detention Center Commission meeting held on October 27, 2020

Administrator Roark presents the following correspondence:

1 - Building Inspector's Report: report period November 2020

2 - Animal Control Officer's (ACO) Report: report period November 2020

3 - Erosion and Sedimentation Report: no report provided

4 - Letter – Virginia Department of Environmental Quality – Sanjay Thirunagari, Manager, Recycling and Litter Programs, Division of Land Protection and Revitalization: Providing notification that Nottoway County has been awarded \$4,962.00 for litter prevention and recycling program activities.

Assistant Administrator Prosisie reminds the Board that the routine deep cleaning of the two Courtrooms that has been costing the County between \$1,500 and \$2,000 each month, and being paid for with Federal CARES Relief Act funds will now become a County expense.

Supervisor Bowen asks about the method being used for cleaning and disinfecting the buildings. Assistant Administrator Prosisie is unsure of the current cleaning methods. Commonwealth's Attorney Watrouss offers an answer to Supervisor Bowen's question.

Supervisor Shekleton provides an update on the Animal Shelter CARES Committee. She states that the Committee has received its non-profit status and has received over \$22,000 in donations/pledges. She adds that their fundraising campaign will kick off as soon as a design plan for the new Shelter is chosen and a cost is determined. Lastly she addresses comments made earlier in the meeting by citizen Sonny Abbott. She explains that one of the purposes of the meeting that she and Supervisor Bowen will have with the architect is to get assurances that the chosen Burkeville site will be suitable for the new Shelter. She acknowledges expressed concerns that the new architect will be duplicating the Phase I Study. The architect has agreed they can use aspects of the original Study but there are important elements of this project that were not a part of that Phase. One example of this is animal intake in relation to human population and also the recommendations for the necessary size of the facility will be decided during this phase.

Vice Chairman Vaughn expresses appreciation for Madam Chair Simmons for her efforts during the year and wishes everyone a Merry Christmas and a Happy New Year.

Supervisor Shekleton states that she promised an update on procurement and failed to get it added to the Agenda in time; she will make a report at the January regular meeting.

Supervisor Bowen acknowledges citizen Clarence Hawkes, who is in the audience, and his request to remove the Courthouse Statue from the County's website. He suggests the Board needs to look into this and asks for about the status of the update to the website.

Assistant Administrator Prosisie explains that the Office has compiled the format of what needs to be included in a request for proposals but explains the opportunity for a less expensive alternative that can still provide the change of theme; to include pictures, colors and fonts. He explains this can be done for less than \$1,000.00 and with the same Company, Blair Marketing.

December 17, 2020

It is the Boards consensus to continue with the complete re-branding of the County's website and advertise the request for proposals in the local newspapers and the Richmond Times Dispatch.

Supervisor Roark informs of the need for more time before presenting the final draft of the Personnel Policy update; there is additional work that needs to be done. He acknowledges the hard work of the Sheriff and Commonwealth Attorney and offers thanks the Board for their support this year. He acknowledges that he will continue to learn and educate himself.

Madam Chair Simmons first wishes everyone a Merry Christmas and a Happy New Year and then reads aloud a letter from County Administrator Roark. Mr. Roark announces both his plans to be on vacation beginning January 01, 2021 through March 31, 2021, and to retire his position as Nottoway County Administrator April 01, 2021.

Madam Chair Simmons announces the Board will hold its Organizational meeting on Monday, January 4, 2021, at 7:00 P.M. She adds that at this meeting the Board will go in closed session to discuss personnel needs for Nottoway County.

There being no further business to come before the Board, Supervisor Roark made a motion to adjourn the meeting. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons adjourned the meeting at 8:16 P.M.

Helen M. Simmons Chair Katy J. Turner Clerk (Deputy)

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 17th DAY OF DECEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN SIMMONS, CHAIRMAN
SHERMAN VAUGHN, VICE CHAIRMAN
LYNN SHEKLETON
STEVE BOWEN
JOHN ROARK
RONALD E. ROARK, CLERK

AN ORDINANCE TO AUTHORIZE THE PAYMENT OF A ONE-TIME BONUS TO FULL-TIME AND REGULAR PART-TIME EMPLOYEES OF NOTTOWAY COUNTY.

WHEREAS, the governing body of the County, pursuant to the provisions of Section 15.2-1508 of the Code of Virginia 1950, as amended, may by ordinance provide for payment of monetary bonuses to its officers and employees; and

WHEREAS, the COVID-19 pandemic has imposed unsafe working conditions on our employees since March 2020.

NOW, THEREFORE, BE IT RESOLVED by the Nottoway County Board of Supervisors that a one-time bonus averaging from \$100 to \$1,000 for those employed July 1, 2020, is hereby authorized.

Done this 17th day of December by a vote of 5 for and 0 opposed.

BY:



Helen M. Simmons, Chairperson

Attest:

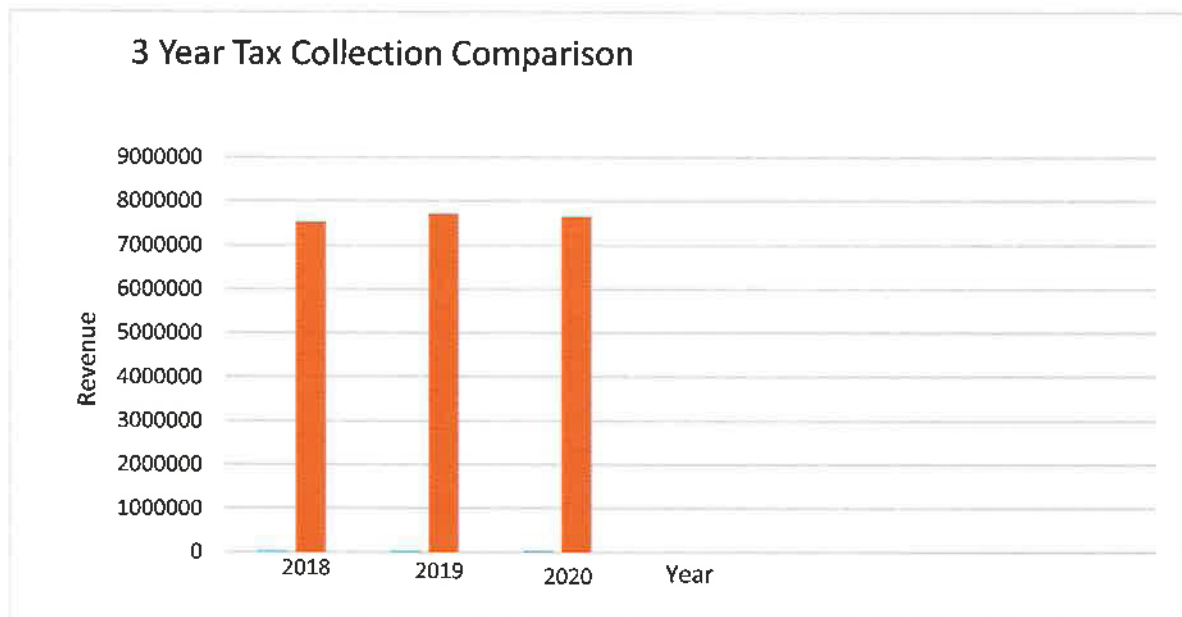


Ronald E. Roark, Clerk

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			NOVEMBER 30, 2020
BALANCE OCTOBER 30,2020			\$15,434,205.10
CURRENT LEVY	\$3,054,613.36		
DELINQUENT LEVY	\$26,949.35		
LAND REDEMPTION	\$4,333.96		
PENALTIES	\$3,026.09		
INTEREST ON DELINQUENT TAXES	\$6,542.99		
RECORDATION TAXES	\$7,917.63		
LOCAL SALES TAX	\$116,034.75		
BUSINESS/PROFESSIONAL LICENSES	\$195.85		
VEHICLE LICENSE FEES	\$56,084.30		
HOTEL & MOTEL ROOM TAX	\$67.30		
ADOPTION FEE	\$30.00		
DOG TAG SALES 2021	\$445.00		
LAND USE APPLICATION FEE	\$53.90		
TRANSFER FEES	\$53.20		
BUILDING PERMITS	\$5,447.75		
RENTAL INSPECTION FEE	\$300.00		
CONCEALED WEAPON PERMITS	\$855.00		
SEPTIC TANK PERMITS	\$90.00		
RESIDENTIAL EROSOIN & SEDIMENT CONT	\$525.00		
TURKEY SHOOT PERMIT	\$10.00		
CONDITIONAL USE PERMIT	\$300.00		
COURT FINES FORFEITURES	\$176.89		
LAW LIBRARY FEES	\$123.50		
COST OF COURT FEES	\$248.97		
COURTHOUSE SECURITY FEES	\$713.87		
JAIL ADMISSION FEES	\$50.00		
INTEREST ON BANK DEPOSITS	\$2,777.80		
RENT-GENERAL PROPERTY	\$1,602.50		
RENT/MAINTENANCE-SOCIAL SERVICES	\$5,243.21		
RENTAL-PICKETT PROERTY	\$11,806.88		
RENT-PICKETT PARK LODGE	\$18,235.12		
RENT-PICKETT OFFICER'S CLUB	\$986.25		
COMMONWEALTH'S ATTORNEY	\$60.51		
REFUNDS & RECOVERIES/WELFARE	\$15.00		
RECOVERIES ADVERTISING COST-DEL TAX	\$7,428.51		
RECOVERD/TAX AD 2010-14	\$1,021.65		
BIOSOLIDS FEE	\$4,962.00		
MISCELLANEOUS-UNDEFINED	\$165,722.61		
DNA FEE	\$16.56		
CREDIT CARD FEE	\$1,491.05		
DMV FEE	\$1,727.69		
MISCELLANEOUS/LIBRARY	\$296.09		
SBI RENT	\$451.54		
COMMONWEALTH PP REIMBURSEMENT	\$787,342.55		
MOPED ATV SALES TAX	\$1,209.42		
MOBILE HOME TITLING TAX	\$3,834.47		
GRANTORS TAX (TAX ON DEEDS)	\$2,203.29		
REIM: COMMONWEALTH'S ATTORNEY	\$18,949.65		
REIM: SHERIFF	\$73,134.98		
REIM: COMMISSIONER OF REVENUE	\$7,001.75		
REIM: TREASURER	\$7,135.70		
REIM: CLERK'S OFFICE	\$15,931.32		
PUBLIC ASSISTANCE GRANTS	\$118,353.27		
COMPREHENSIVE AT-RISK ACTT	\$115,099.02		
ADD BANK VOIDED CHECK	\$15.99		
			\$4,659,245.04
			\$20,093,450.14
DISBURSEMENT:			
WARRANT/CHECKS		\$834,442.37	
			\$834,442.37
BALANCE NOVEMBER 30, 2020			\$19,259,007.77
E911 SURCHARGE	\$469,119.43		

Year	Tax Revenue Collected
2018	\$7,524,497.11
2019	\$7,706,516.94
2020	\$7,638,470.50



OFFICE OF THE TREASURER

NOTTOWAY COUNTY

P. O. BOX 85

NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

INVESTMENT REPORT**NOVEMBER 30, 2020****BALANCE OCTOBER 30, 2020** **\$14,891,794.71****MONEY MARKET ACCOUNT** **\$9,001,163.43****CITIZENS BANK & TRUST** **\$9,001,163.43****CERTIFICATES OF DEPOSIT**

BENCHMARK COMMUNITY BANK	6/20/2021	1,000,000.00	
BENCHMARK COMMUNITY BANK	6/3/2021	2,000,000.00	
BENCHMARK COMMUNITY BANK	6/3/2021	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2021	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2021	100,000.00	
CITIZENS BANK & TRUST	9/13/2021	<u>1,293,633.88</u>	<u>7,393,633.88</u>

BALANCE NOVEMBER 30, 2020 **\$16,394,797.31** **\$16,394,797.31**

OFFICE OF THE TREASURER

NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

NOVEMBER 30, 2020

CITIZENS BANK--PICKETT PARK CD

06/05/2021

\$5,228,188.29

BALANCE NOVEMBER 30, 2020

\$5,228,188.29

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
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ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

LANDFILL FUND REPORT:

NOVEMBER 30, 2020

BALANCE OCTOBER 30, 2020 -\$93,706.13

RECEIPTS:

COMMUNICATIONS TAX	\$16,293.55	
UTILITY TAX	\$14,101.39	
USE OF LANDFILL	\$19,784.75	
		<u>\$50,179.69</u>
		<u>-\$43,526.44</u>

DISBURSEMENTS:

WARRANTS/CHECKS	\$74,522.96	<u>\$74,522.96</u>
BALANCE NOVEMBER 30, 2020		<u>-\$118,049.40</u>

OFFICE OF THE TREASURER

NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

NOVEMBER 30, 2020

TOWN OF BLACKSTONE	\$17,999.37
TOWN OF CREWE	\$13,863.59
TOWN OF BURKEVILLE	\$2,213.51
GENERAL FUND	<u>\$116,034.75</u>
	\$150,111.22

OFFICE OF THE TREASURER

NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

SCHOOL FUND REPORT

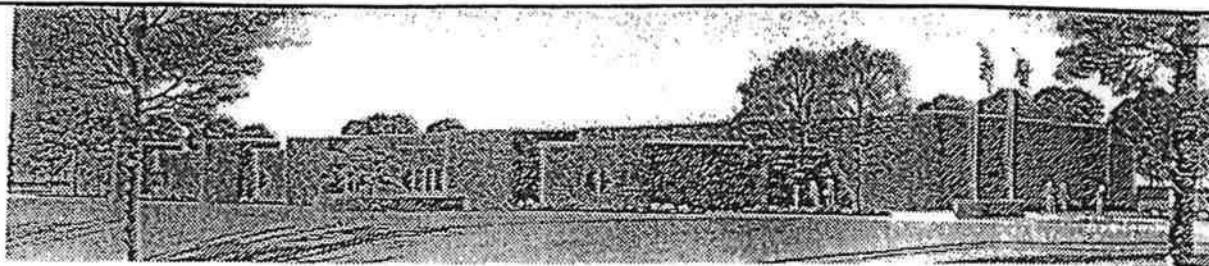
NOVEMBER 30, 2020

BALANCE OCTOBER 30, 2020		\$1,016,697.93
RECEIPTS:		
CASH RECEIVED	1,736,741.54	
		<u>\$1,736,741.54</u>
DISBURSEMENTS:		
OPERATING EXPENSES	\$656,532.36	
PAYROLL/ACH DEBIT	\$1,720,444.75	
		<u>\$2,376,977.11</u>
BALANCE NOVEMBER 30, 2020		\$376,462.36

CAFETERIA FUND REPORT:

BALANCE OCTOBER 30, 2020		\$449,347.15
RECEIPTS:		
CASH RECEIVED	\$99,965.71	
		<u>\$99,965.71</u>
DISBURSEMENTS:		
OPERATING EXPENSE	\$43,584.57	
PAYROLL/ACH	\$43,120.81	
		<u>\$86,705.38</u>
BALANCE NOVEMBER 30, 2020		\$462,607.48

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER



561-5081 or 645-7854

148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

NOVEMBER 30, 2020

BALANCE ON OCTOBER 30, 2020

\$814,952.93

RECEIPTS:

DEPOSITS

2,727.27

INTEREST

6.74

2,734.01

\$817,686.94

DISBURSEMENTS:

DEBIT MEMOS

11,229.97

ACH PAYROLL

19,303.71

WARRANTS/CHECKS

22,746.46

SERVICE CHARGES

21.14

53,301.28

BALANCE NOVEMBER 30, 2020

\$764,385.66

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27